



## SENATE REGULAR MEETING

Tuesday, August 16, 2022 4:00 – 6:00 pm  
Capilano University – Library Room 322

### AGENDA

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#### **Acknowledgement**

*We respectfully acknowledge the unceded lands of Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.*

1. **Welcome**
2. **Approval of the Agenda - Decision** Senate Members
3. **Approval of the June 7, 2022 Minutes – Decision** Senate Members  
Schedule 3
4. **Correspondence Received**
5. **Business Arising**
  - 5.1 Senate Self-Evaluation Committee – *Decision* Robert Thomson  
Schedule 5.1
  - 5.2 Senate Election Update – *Information* Kyle Vuorinen
6. **New Business**
  - 6.1 2023 Convocation Dates – *Information* Kyle Vuorinen
  - 6.2 Volunteers for Senate Orientation - *Information* Paul Dangerfield
  - 6.3 Volunteers for Senate Subcommittees – *Information* Paul Dangerfield  
Schedule 6.3
7. **Committee Reports**
  - 7.1 Academic Planning and Program Review Committee – *Information* Stephen Williams
  - 7.2 Bylaw, Policy and Procedure Committee – *Information* Corey Muench
  - 7.3 Curriculum Committee – *Decision* Deb Jamison
    - 7.3.1 Resolution Memo Schedule 7.3.1  
[June 10 Agenda Package](#) / [June 10 Draft Minutes](#)



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|--|------------------|
| 7.4 Teaching and Learning Committee – <i>Information</i> | Diana Twiss      |
| 7.5 Budget Advisory Committee – <i>Information</i>       | Michael Thoma    |
| <b>8. Other Reports</b>                                  |                  |
| 8.1 Chair of Senate - <i>Information</i>                 | Paul Dangerfield |
| 8.2 Vice Chair of Senate – <i>Information</i>            | Robert Thomson   |
| 8.3 VP Academic and Provost – <i>Information</i>         | Laureen Styles   |
| 8.4 Board Report – <i>Information</i>                    | Sonny Wong       |
| 8.5 Elder Report - <i>Information</i>                    | Elder Latash     |
| <b>9. Discussion Items</b>                               |                  |
| <b>10. Other Business</b>                                |                  |
| <b>11. Information Items</b>                             |                  |



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### MINUTES

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**Present:** Paul Dangerfield (Chair), Oscar Blue, John Brouwer, Pardis Daneshyar, Sue Dritmanis, Iana Dokuchaeva, Lara Duke, Brian Ganter, Kyle Guay, Deb Jamison, Pouyan Mahboubi, Anthea Mallinson, Brad Martin, Corey Muench, Essya Nabbali, Lesley Nelson, Ramin Shadmehr, Dennis Silvestrone, Anmol Singla, Laureen Styles, Michael Thoma, Robert Thomson, Diana Twiss, Kyle Vuorinen, Stephen Williams, Recorder: Mary Jukich

**Regrets:** Deanna Baxter, Christy Goerzen, Miranda Huron, Khwaish Kochhar, Maia Lomelino, Zabir Montazar, Christina Neigel, Sonny Wong

**Guests:** Dawn Whitworth, Andrea Henning, Susan Romeo-Gilbert

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#### ***Acknowledgement***

*We respectfully acknowledge the unceded lands of Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.*

#### **1. Welcome**

The Chair called the meeting to order at 4:00 pm.

In the absence of Christy Goerzen, Anthea Mallinson assumed voting rights for the Faculty of Fine and Applied Arts.

John Brouwer was recently acclaimed as a voting representative for the Faculty of Global and Community Studies.

Stephen Williams was acknowledged for serving as the Senate Vice Chair.

As Pouyan Mahboubi Dean, Faculty of Arts and Sciences will be moving to his new role, Pouyan was acknowledged for his work and contributions to Senate.

The outgoing student Senators, Oscar Blue, Zabir Montazar and Anmol Singla were acknowledged for their work and contributions to Senate.

#### **2. Approval of the Agenda**

*Paul Dangerfield moved and Kyle Guay seconded:*  
 To adopt the agenda.

**CARRIED**



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#### 3. Approval of the Minutes

*Paul Dangerfield moved and Diana Twiss*  
To adopt the May 10, 2022 minutes.

**CARRIED**

#### 4. Correspondence Received

No correspondence was received.

#### 5. Business Arising

##### 5.1 Senate Self-Evaluation Committee

*Presented by: Robert Thomson*

Senate was provided with a brief summary of this year's Senate Self-Evaluation Survey, including the following key items:

- The Senate self-evaluation survey was administered from February 27<sup>th</sup> to April 4<sup>th</sup>, 2022. In total 31 out of 35 members participated, resulting in a response rate of 89%, compared to a 57% response rate in 2021.
- This year, 48% of respondents were new Senators, which could explain the increase in "I don't know" answers to questions of policy and process.
- The majority of respondents indicated having a clear understanding of their role and responsibilities.
- Similar to 2021 results, most respondents believe the Senate clearly communicates its mandate to the university.
- Similar to 2021, most respondents believe that Senate members encourage open and free debate.

Recommendations from the survey results will be provided with the report at the August Senate meeting. In going forward, the Committee is proposing to meet in the fall along with a representative from Institutional Research to review the complete evaluation process.



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#### 5.2 Vice Chair Nominating Committee

*Presented by: Brad Martin*

Senate was informed that a call for nominations for the position of Senate Vice Chair was previously sent out, as well as a reminder, and one nomination was received for Robert Thomson.

A further three calls were made at Senate and one additional nomination was received; however, the nomination was declined.

Accordingly, Robert Thomson was acclaimed for Senate Vice Chair for a one year term, August 2022 to June 2023.

#### 5.3 Graduates

*Presented by: Kyle Vuorinen*

The Registrar submitted a list of 23 additional graduates from four Faculties, as verified by the Registrar's Office to have met the graduation requirements of their program.

*Kyle Vuorinen moved and Dennis Silvestrone seconded:*

**22/20** Senate accept the 23 additional graduates as having completed the program requirements for their respective credentials.

**CARRIED**

#### 6. New Business

##### 6.1 CARS Framework

*Presented by: Dawn Whitworth*

Senate was provided with a presentation on the CARS Framework. The plan articulates the University's evolving commitment to creative activity, research and scholarship (CARS) activities across and beyond all of campuses and learning sites. The plan serves to create a shared understanding of CARS directions and provides reference and guidance to other University plans. The CARS Framework/Strategic Research Plan 2022–24 will be used to guide the future development of CARS activities, directing the University in future actions, activities, investments and strategic level resource allocation decisions.



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Discussion focused on the good work that has gone into the plan, the continued desire for additional time allocation as part of faculty roles (for those wishing to undertake CARS) and the positive role that external funding has contributed in terms of section allocation time. Information was provided that work is underway in terms of looking at how to continue to lift up opportunities in relation to faculty work as well as sourcing external funding.

Senior Leadership Council has endorsed the framework and this is understood to also mean support for the actions in the framework through the university integrated planning process and budget development.

*Laureen Styles moved and Lara Duke seconded:*

**22/21** Senate approve the adoption of the CARS Framework/Strategic Research Plan.

**CARRIED**

#### 6.2 Election Timeline

*Presented by: Kyle Vuorinen*

Senate was provided with the election timeline to fill the vacant non-voting seat from the Faculty of Global and Community Studies. Call for nominations opened on June 2, voting will close on July 10 and results announced on July 22.

### 7. Committee Reports

#### 7.1 Academic Planning and Program Review Committee

*Presented by: Sue Dritmanis*

The Committee met on May 17 and reviewed the 1-Year Progress Report for the Costuming Program.

#### 7.2 Bylaw, Policy and Procedure Committee

*Presented by: Corey Muench*

The Committee has not met since May 10. It anticipated that in the fall, the Committee will be reviewing the Faculty of Business and Professional Studies Faculty Council Bylaws as well as revisions to the Senate Bylaws.

#### 7.3 Curriculum Committee



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*Presented by: Deb Jamison*

#### **7.3.1 Resolution Memorandum**

The resolutions brought forward from the May 20, 2022 Senate Curriculum Committee meeting were presented to Senate for approval.

*Deb Jamison moved and seconded by Diana Twiss:*

**22/22** Senate approve SCC Resolutions 22/44 to 22/49.

**CARRIED**

#### **7.4 Teaching and Learning Committee**

*Presented by: Diana Twiss*

The Committee met on May 17 and no reports were provided. The Committee did reflect on this year's work and in moving forward, the role and service that can be offered to Senate.

#### **7.5 Budget Advisory Committee**

*Presented by: Michael Thoma*

The Committee met on May 19 and was presented with the Operational Highlights for Integrated Planning in the Fiscal 2021-22 period. The highlights for the planning cycle included the Indigenization Plan engagement, the Squamish land purchase and the new Childcare centre, the Target/YES deployment of an early alert system to support students in distress, the growth in the Indigenous Digital Accelerator (IDA) and FILMBA, and the expansion of Equity, Diversity and Inclusion (EDI) measures, as well as Work Integrated Learning (WIL) and Collaboratory activities, microcredentials, CityStudio, and the Howe Sound Biosphere Region.

The Committee was also provided with a presentation on the Financial Highlights for Integrated Planning in the Fiscal 2021-22 period. The presentation indicated an operating surplus of \$1.6 million which was a result of revenue that was \$6.8 million favourable compared from the predicted deficit budget of \$5.2 million.

The next meeting is scheduled for Thursday, October 20th.



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#### 8. Other Reports

##### 8.1 Senate Chair

Paul Dangerfield provided the Senate Chair report, which included the following highlights:

- The Chair will be attending the various convocation ceremonies, with over 1,000 graduating students from 2020, 2021 and 2022. In addition, Carlota Lee will receive an honorary degree on June 9 and Leonard George, PhD, will be named Faculty Emeritus by Capilano University on June 8.
- As the University prepares for the summer and fall, one of the priorities will be re-engaging employees and students for an in person model. There have been some conversations with students on the importance of re-engaging for the coming year in terms of quality of education and this will be the priority over the next couple of weeks. It is anticipated there will be a good intake of students in the fall due to the pent up demand, nationally, internationally and locally, for students to return the University.

##### 8.2 Senate Vice-Chair

Stephen Williams, Vice-Chair reported that it has been a pleasure to serve as the Senate Vice Chair for the past three years and also acknowledged Mary Jukich for her work in supporting Senate.

##### 8.3 VP Academic and Provost

Laureen Styles provided the Vice President Academic and Provost report, including the following highlights:

- Work integrated learning - highlights were included in the last President's Report to the Board (April) about progress that has been made across Faculties, with the additional university collaborative hub and with faculty lead Mohna Baichoo and Dean Dr. Lara Duke. The faculty and community partners will be contributing in new ways through a working committee and an advisory committee.





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- The proposed Minor in Sociology was at last week's Degree Quality Assurance Board (DQAB) meeting and the university is awaiting the response.
- Good progress was being made with the timeline to submit the application for university exempt status to DQAB with the leadership of Dr. Aurelea Mahood, Director Academic Initiatives and Planning.
- It is anticipated that that the proposed Interactive Design Diploma will be moving forward to the June Board of Governors meeting.
- Several senior academic leaders, faculty and staff will be attending the retirement celebration of Martina Piere who has been teaching Li'lwat language for many years and has made invaluable contributions to language and cultural revitalization.

#### 8.4 Board Report

The Chair provided the following report on behalf of Sonny Wong, Board representative:

- The Board of Governors were invited to the Capilano University Foundation annual general meeting on June 2, 2022. At the meeting, the Foundation's financial statements ending March 31, 2022 were approved, and a report was provided on the Fundraising and Capital Campaign. The meeting was followed by a year-end social and dinner.
- The next Board of Governors meeting is scheduled for June 28.

#### 8.5 Elder Report

As the Elder was absent, a report was not provided.

#### 9. Discussion Items

No discussion items were presented.

#### 10. Other Business

No other business was presented

#### 11. Information Items



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No information items were presented.

The meeting was adjourned at 5:30 pm.

**Next Meeting: Tuesday, August 16, 2022**

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DRAFT

## SENATE REPORT

<b>AGENDA ITEM:</b>	<b>Self-Evaluation Subcommittee 2022 Report</b>
<b>PURPOSE:</b>	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Information <input type="checkbox"/> Discussion
<b>MEETING DATE:</b>	<b>August 16</b>
<b>PRESENTER:</b>	<b>Robert Thomson, Chair</b>

**PURPOSE:** To summarize information from the 2022 Senate Self-Evaluation Report along with recommendations from the subcommittee.

### BACKGROUND

On behalf of the self-evaluation subcommittee, I am very pleased to provide Senate with a copy of this year's self-evaluation survey. First of all, I would like to acknowledge the invaluable assistance of Tia Kutchera Fox from Institutional Research. Tia was responsible for setting up the survey, collecting the data, and putting together the summary and report. This year we had an excellent response rate of 81% (31/35). Thanks to all respondents for taking the time to provide this valuable feedback. The survey results were particularly encouraging in terms of senators' views on academic governance, effective communication, and inclusiveness:

- 91% of senators are clear about their roles & responsibilities
- 75% agree the Senate clearly communicates its mandate
- 87% agree there is effective discussion on academic governance issues
- 97% agree members are inclusive of other points of view
- 100% agree meetings are well-organized with appropriate agendas

However, a couple of areas of concern did emerge:

- New senator orientation - 15 of 31 senators were new, and only 67% of these agreed that their orientation was timely and effective.
- The rewording of questions regarding the effectiveness of senate committees appeared to provoke more confusion than clarity.

In response to these issues, the self-evaluation subcommittee recommends:

- That a motion be put forward to permit the self-evaluation committee to convene in the Fall of 2022 to perform a full review of its information gathering procedures
- Next year's survey should prioritize soliciting feedback from serving committee members
- The Senate should develop an out-of-cycle orientation policy & procedure that could include mentoring and post meeting caucuses
- The Senate should continue to work on improving inclusiveness, especially towards student senators & new senators
- Senators should be provided with an update on steps taken to address prior year issues at the beginning of a new survey cycle

Robert Thomson, Chair of the Senate Self-Evaluation Subcommittee

#### **RECOMMENDATION**

THAT Senate approve a motion to permit the self-evaluation committee to convene in the Fall of 2022 to perform a full review of its information gathering procedures.

**CAPILANO UNIVERSITY**  
**2022 SENATE SELF-ASSESSMENT**  
**SURVEY REPORT**

**MAY 2022**  
OFFICE OF INSTITUTIONAL RESEARCH



# Senate Self-Evaluation Survey 2022

## Executive Summary

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### Survey Overview

The Senate Self-Evaluation Survey was administered from February 27<sup>th</sup> to April 4<sup>th</sup>, 2022. In total 31 out of 35 members participated, resulting in a response rate of 89%, compared to a 57% response rate in 2021. This year, 48% of respondents are new senators, which could explain the increase in “I don’t know” answers to questions of policy and process. The majority of respondents indicated having a clear understanding of their role and responsibilities. Similar to 2021 results, most respondents believe the Senate clearly communicates its mandate to the university than last year. Similar to 2021, most respondents believe that Senate members encourage open and free debate.

### Summary Findings

#### Advising the Board

- 97% of respondents are clear about their roles and responsibilities as members of the Senate and about the Senate’s role and obligations under the University Act.
- 91% of respondents are clear about their role and responsibilities with respect to academic governance – *while 100% of respondents were clear last year, note that the response rate of last year was much lower than this year.*

#### Establishing Policy

- 68% of respondents agreed that the Senate is thoughtful and on time in its review of policies. 16% said yes to thoughtful, no to on time, 3% said yes to on time, no to thoughtful. 13% didn’t know and explained in comment form.

#### Agenda

- 97% of the Senate members are aware of how the agenda is set.
- 68% feel comfortable bringing new items to Senate agenda, while 80% feel comfortable making a Request for Information.

#### Senate Sub-Committees

- The members of the Senate are in positive consensus regarding the effectiveness of the Senate sub-committees. More than 85% of participants agreed or strongly agreed that every sub-committee is effective.
- When looking only at responses from sub-committee members, none disagreed on its effectiveness, but 25% of Senate Budget Advisory Committee (SBAC) members answered “don’t know” to the question.

## **Promoting Effective Communication with the University Community**

- 78% of respondents agree or strongly agree that the Senate clearly communicates its mandate to the university community.
- Compared to the 20% from last year, only 6% of the respondents disagree that the processes of SAPPRC communicates its processes effectively to the university community.
- Regarding whether the Senate Curriculum Committee (SCC) has clear and well communicated processes to the university community, 6% disagreed and 13% don't know. In 2021, only 5% didn't know.
- In 2021, 30% of the members disagreed that the processes of the Senate Budget Advisory Committee (SBAC) are well communicated and 15% didn't know. This year, less members disagreed [16%], but more [23%] don't know.

## **Providing a Forum on Academic Matters**

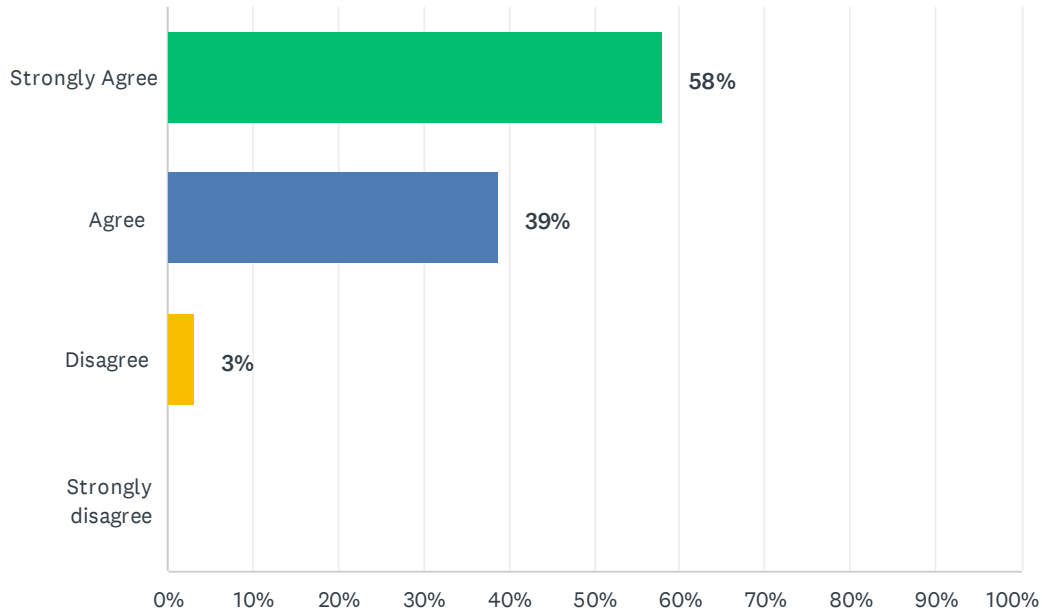
- Similar to 2021, the majority of members agree that the Senate meetings provide an effective discussion of academic governance issues [87%].
- In comparison to last year [5% disagreed, 20% didn't know], more members disagree that the Senate is effective at seeking and properly utilizing input from its constituents [13%], and fewer don't know [6%].
- 97% of respondents agree that the members are inclusive of others' points of view, and 80% believe the members encourage open and free debate.

## **Orienting and Developing Senate Members and Ensuring Efficient and Effective Senate Operations**

- 48% (n=15) of respondents are new Senators this year. When analyzing new member responses compared to returning members, there are some differences in answers regarding orientation. When asked whether orientation of new members is effective, 81% (n=13) of returning members agreed or strongly agreed while only 67% (n= 10) of new members agreed or strongly agreed.
- The same percentage of new vs returning members agreed that orientation was timely and thorough (67% of new members, 81% of returning members).
- When combined, 75% of all respondents agree that orientation of new members is effective, and 16% disagree. 74% agree their orientation was timely and thorough, 26% disagreed.
- 90% of the respondents have a clear understanding of Robert's Rule of Order, yet 75% believe it is important that Senate meetings closely follow it.
- 97% of respondents believe that the members of Senate representing students are accorded with the same respect as other Senate members and 100% agree that the Senate members are given adequate time to present their views and positions.
- All respondents believe meetings are well organized and time spent on agenda items is appropriate to the significance of the item, which is an increase compared to 2021 [85%].

## Q1 The Senate is clear about its role and obligations under the University Act.

Answered: 31 Skipped: 0

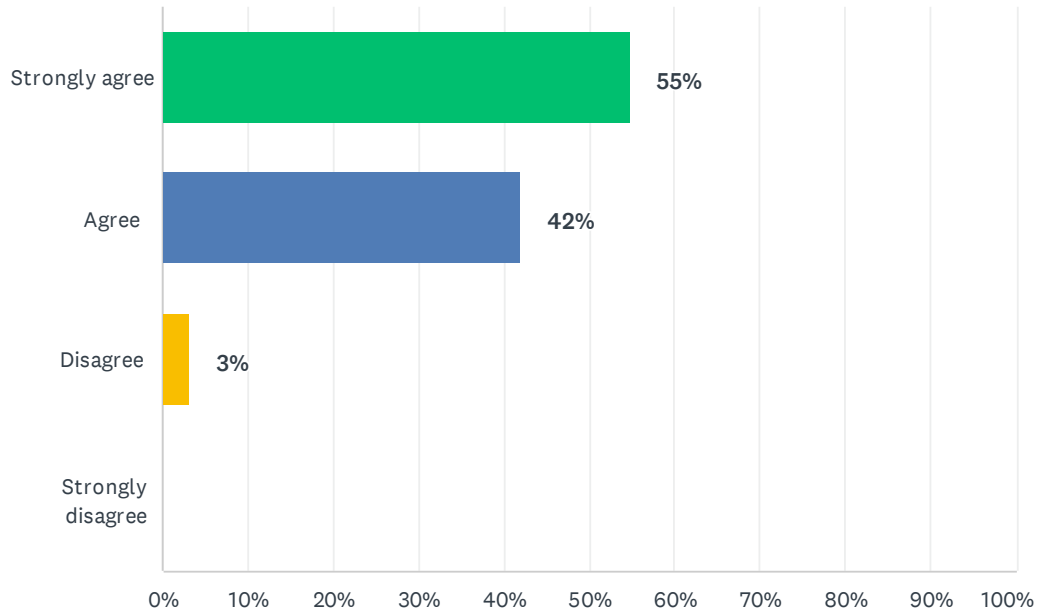


ANSWER CHOICES	RESPONSES	
Strongly Agree	58%	18
Agree	39%	12
Disagree	3%	1
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>



## Q2 I am clear about my role and responsibilities as a member of the Senate.

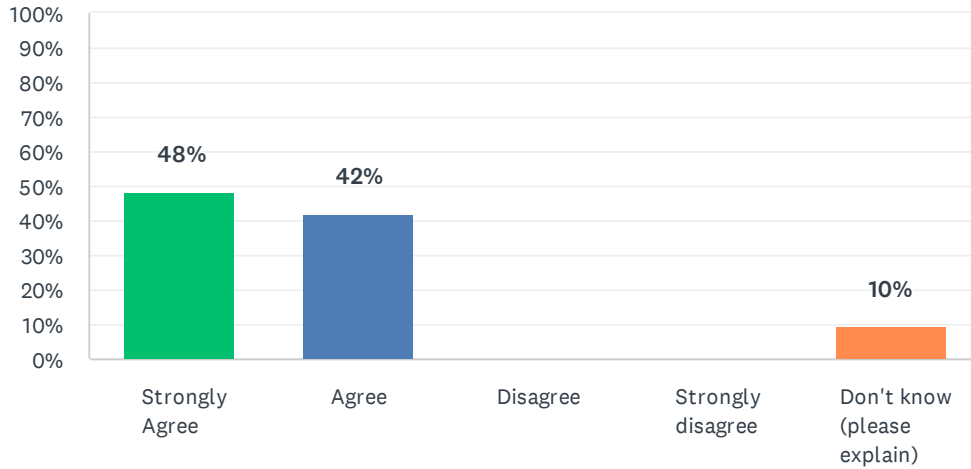
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	55%	17
Agree	42%	13
Disagree	3%	1
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>

### Q3 The Senate is providing relevant advice to the Board about the university's academic governance.

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly Agree	48%	15
Agree	42%	13
Disagree	0%	0
Strongly disagree	0%	0
Don't know (please explain)	10%	3
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	.	4/7/2022 9:49 PM
2	Too new!	3/16/2022 10:02 AM
3	I advises on technical matter, but outside of the strategic and academic plan, I am not sure if it advises on strategic academic matters.	3/14/2022 3:42 PM

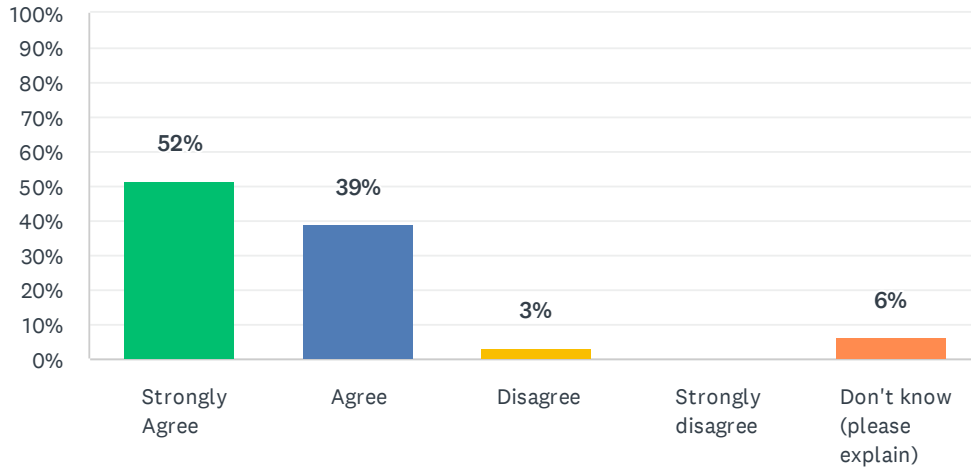
## Q4 Please provide any additional information regarding the advice the Senate provides to the Board about academic governance.

Answered: 7 Skipped: 24

#	RESPONSES	DATE
1	N/A	4/6/2022 1:27 PM
2	I feel there needs to be more clarity around how a Board policy requiring Senate advice moves between the two. It seems there are some opportunities for items to get missed or fall between the cracks. A clear flow chart with individual responsibilities/actions would be helpful.	3/18/2022 2:05 PM
3	I think that Senate should review the University Act as a body once in a while - maybe when there are elections? I wonder how many Senators have read it.	3/14/2022 2:09 PM
4	The liaison to the board (Senate vice-chair) and the liaisons to Senate (Board representative) attending and reporting at meetings, aids in the good governance standing between Senate and the Board.	3/14/2022 10:15 AM
5	Discussions could have greater scope in terms of the sector, pedagogy, et. al.	3/10/2022 5:58 PM
6	Both Academic Planning and Program Review & Curriculum Committees provide excellent guidance & recommendations.	3/8/2022 9:55 AM
7	no comment	3/7/2022 3:44 PM

## Q5 The Senate is clear about its role and responsibilities with respect to the academic governance.

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly Agree	52%	16
Agree	39%	12
Disagree	3%	1
Strongly disagree	0%	0
Don't know (please explain)	6%	2
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	I suspect that as a body it is not really clear because I think that several individuals are not really clear.	3/14/2022 2:09 PM
2	I think that understanding is solid. However, I also think that there is value in a brief refresher each year on the the powers and responsibilities associated with bi-cameral governance, and the complementary roles of Senate, Faculties and Board.	3/6/2022 4:28 PM

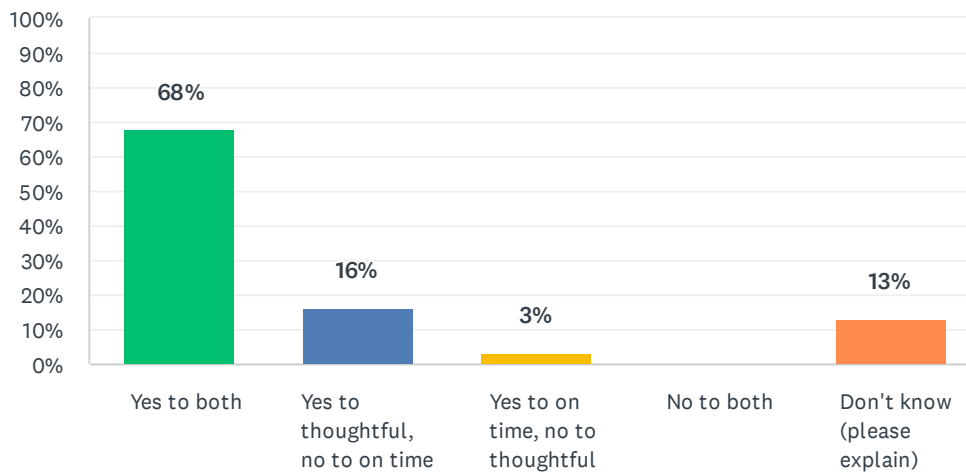
## Q6 Please provide any additional comments about the Senate's role and responsibilities regarding academic governance.

Answered: 3 Skipped: 28

#	RESPONSES	DATE
1	I am not sure that Senators know all of the "stops" before items come to Senate either through SAPPRC or SCC.	3/14/2022 3:42 PM
2	I wonder if the Senate is well enough aware of the Collective Agreement which belongs to both Admin and the CFA and by which we are all bound...in relation to academic governance	3/14/2022 2:09 PM
3	no comment	3/7/2022 3:44 PM

## Q7 The Senate is thoughtful and on time in its review of policies.

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes to both	68%	21
Yes to thoughtful, no to on time	16%	5
Yes to on time, no to thoughtful	3%	1
No to both	0%	0
Don't know (please explain)	13%	4
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	I am new to the senate so I would need more time to be able to comment on this	4/6/2022 1:27 PM
2	Too new	3/16/2022 10:02 AM
3	I think the Senate works hard on this and the work is to be commended. Sometimes the policies come in a bunch and it is hard to keep up with the work especially in these busy times	3/14/2022 2:09 PM
4	I think there are many policies that are overdue for review, but it's not necessarily a backlog that Senate is responsible for.	3/3/2022 5:27 PM

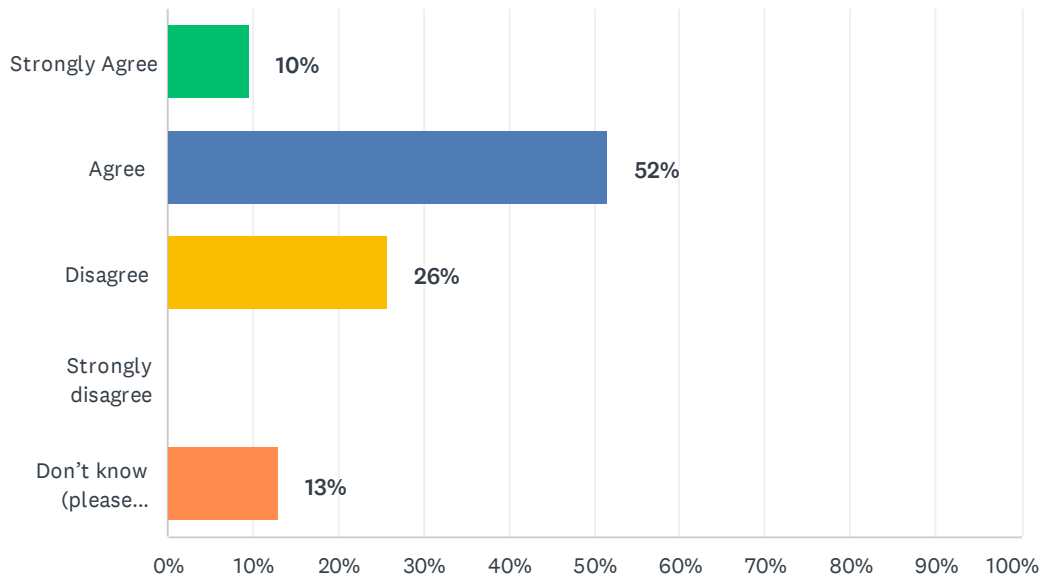
## Q8 Please provide any additional comments about the effectiveness of the Senate's review of policies.

Answered: 8 Skipped: 23

#	RESPONSES	DATE
1	There seems to be a backlog of policies to review; it seems to be a challenge for proponents to be assigned to bring policies to the Senate Bylaws, Policy, and Procedure Committee	4/6/2022 11:57 AM
2	Bylaw committee is working well and effectively.	3/14/2022 10:15 AM
3	Would like to know more about how policy review happens. Policy office? VPA's office? Or can request for policy review come from the Senate floor via by-law subcommittee? Not clear	3/10/2022 6:51 PM
4	Seems like things get stuck when they arrive at the sub-committee	3/9/2022 2:21 PM
5	Very impressed by the work of the Bylaw, Policy & Procedure Committee	3/8/2022 9:55 AM
6	No comment	3/7/2022 3:44 PM
7	Think that for policies the proponent and/or the "Officer Responsible" should have a more active role. It is asking a lot of the SBPP chair to have all the details with each new policy and /or revision.	3/4/2022 8:57 AM
8	In my limited experience on Senate, I have only observed fairly robust discussions about policy. I think Senate is effective in this area, but more support is needed in the background to ensure that policies in need of refreshing are getting examined.	3/3/2022 5:27 PM

## Q9 The Senate is effective in identifying areas for policy development.

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly Agree	10%	3
Agree	52%	16
Disagree	26%	8
Strongly disagree	0%	0
Don't know (please explain)	13%	4
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	.	4/7/2022 9:49 PM
2	Too new	3/16/2022 10:02 AM
3	Maybe this is an area that the Teaching and Learning committee could consider.	3/10/2022 6:51 PM
4	Process is a bit opaque. I don't think all are clear about process by which policy and procedures are developed, and why.	3/6/2022 4:28 PM



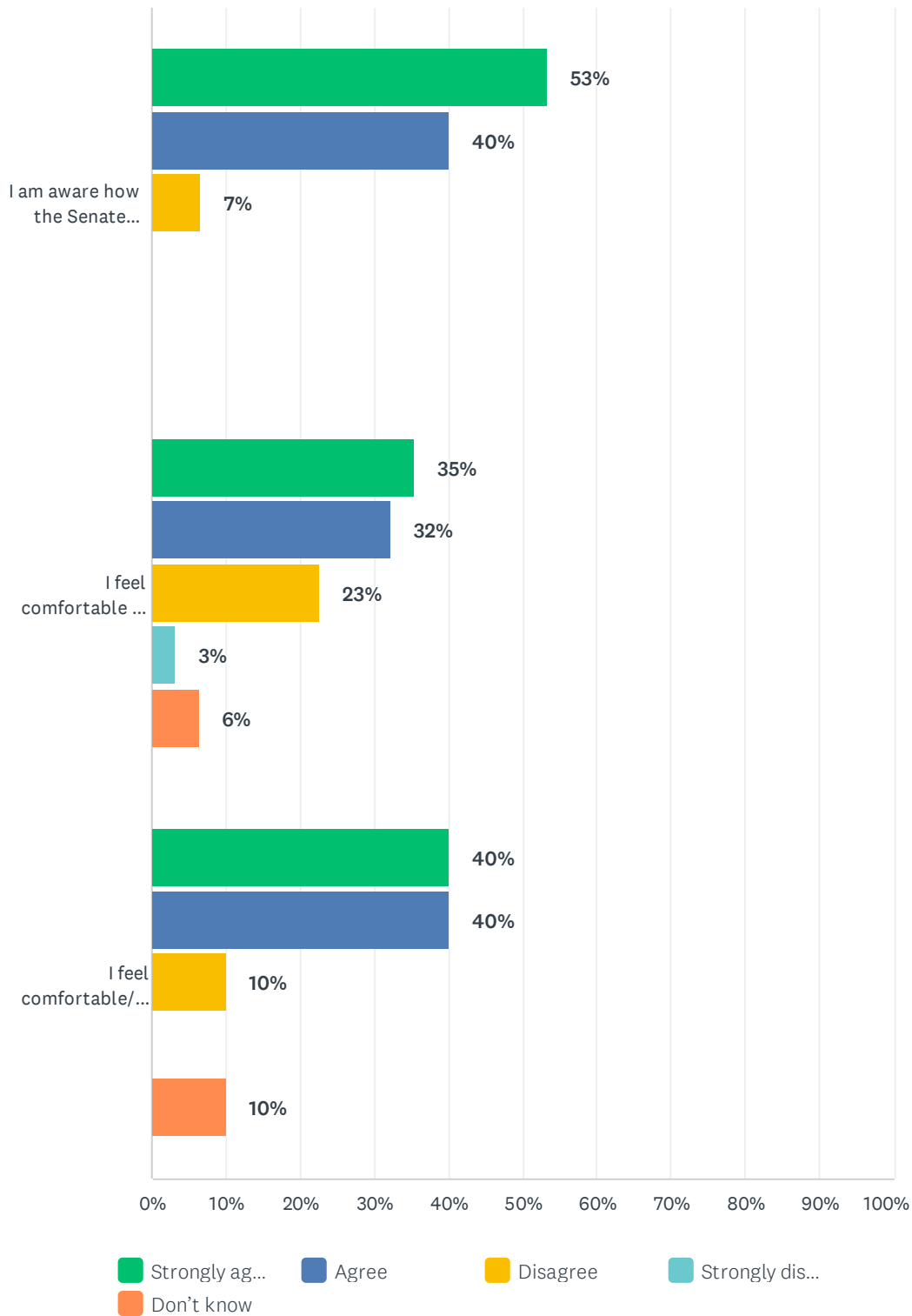
## Q10 Please provide any additional comments about the effectiveness of the Senate in identifying areas for policy development.

Answered: 8 Skipped: 23

#	RESPONSES	DATE
1	It would be good to hear from the President and VP Academic about areas they have identified as in need to policy development or review.	4/6/2022 2:25 PM
2	I wouldn't know how to identify whether a policy was needed.	4/6/2022 12:42 PM
3	Senate does not seem to identify areas for development. The senate and the subcommittee seem to supply revision.	3/14/2022 3:42 PM
4	I don't see Senate as identifying areas for policy development. In my experience that has come from admin.	3/14/2022 2:09 PM
5	No comment	3/7/2022 3:44 PM
6	Like review of bicameral governance, a quick refresh at the start of the year on P and P within Senate purview, and process by which it is developed, would be adviseable.	3/6/2022 4:28 PM
7	I'm not sure how we would identify an area of need for policy development	3/4/2022 10:07 AM
8	Hasn't been much focus on this over the last two years given everything else that has been priorities. There is a fairly extensive portfolio of universities policies already.	3/4/2022 8:57 AM

Q11 In regard to the agenda, please answer the following:

Answered: 31 Skipped: 0

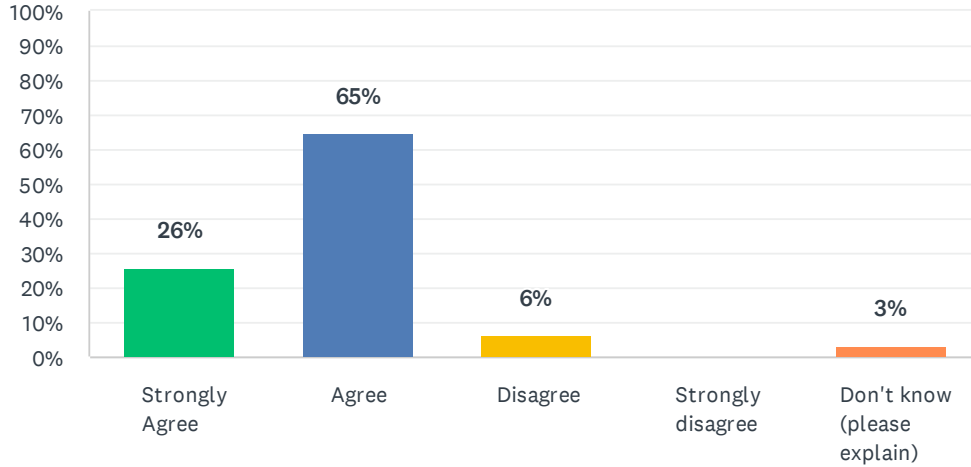


## 2022 Senate Self-Assessment Survey

	<b>STRONGLY AGREE</b>	<b>AGREE</b>	<b>DISAGREE</b>	<b>STRONGLY DISAGREE</b>	<b>DON'T KNOW</b>	<b>TOTAL</b>	<b>WEIGHTED AVERAGE</b>
I am aware how the Senate agenda is set	53% 16	40% 12	7% 2	0% 0	0% 0	30	1.53
I feel comfortable in bringing new items to Senate agenda	35% 11	32% 10	23% 7	3% 1	6% 2	31	2.13
I feel comfortable/welcome/encouraged in making a Request for Information to be brought back to future meetings.	40% 12	40% 12	10% 3	0% 0	10% 3	30	2.00

## Q12 The areas of responsibility of the Senate Sub-Committees are clear (e.g., functions and mandates).

Answered: 31 Skipped: 0

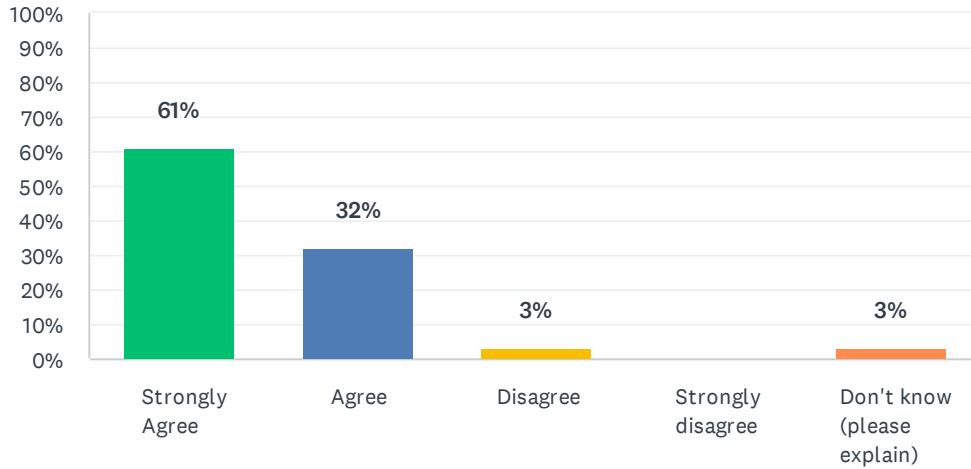


ANSWER CHOICES	RESPONSES
Strongly Agree	26% 8
Agree	65% 20
Disagree	6% 2
Strongly disagree	0% 0
Don't know (please explain)	3% 1
<b>TOTAL</b>	<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	Not as clear about how the Teaching and Learning Committee directly relates to the roles, functions and mandate of Senate as per the university act.	3/4/2022 8:57 AM

### Q13 The Senate Curriculum Committee (SCC) is effective in helping Senate fulfill its role in course and program approval.

Answered: 31 Skipped: 0

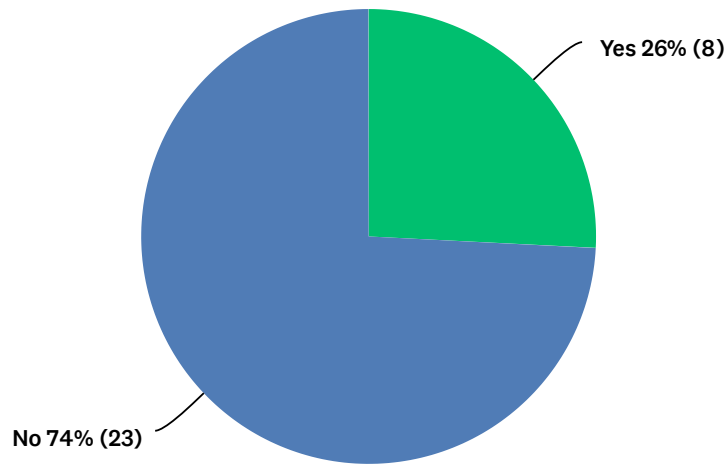


ANSWER CHOICES	RESPONSES	
Strongly Agree	61%	19
Agree	32%	10
Disagree	3%	1
Strongly disagree	0%	0
Don't know (please explain)	3%	1
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	Too New	3/16/2022 10:02 AM

## Q14 Are you a member of the Senate Curriculum Committee (SCC)?

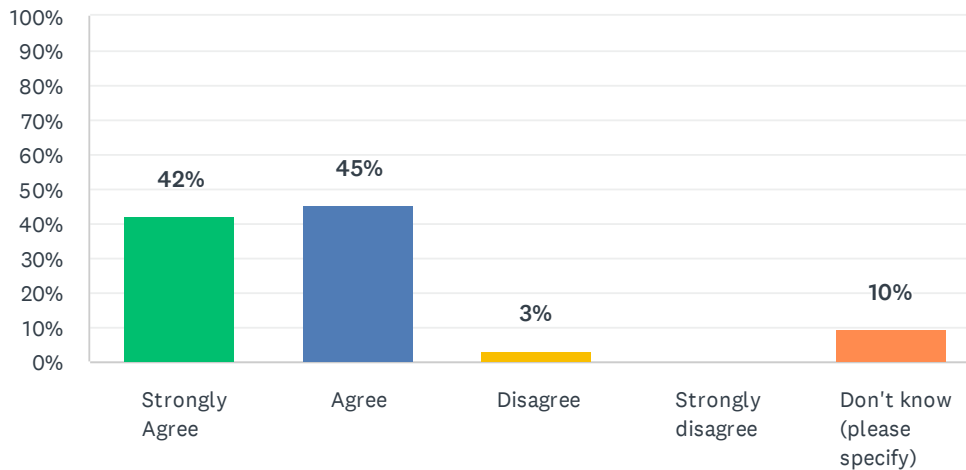
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	26%	8
No	74%	23
TOTAL		31

## Q15 The Senate Budget Advisory Committee (SBAC) is an effective means for the Senate to fulfill its role in advising the president on the balanced budget.

Answered: 31 Skipped: 0

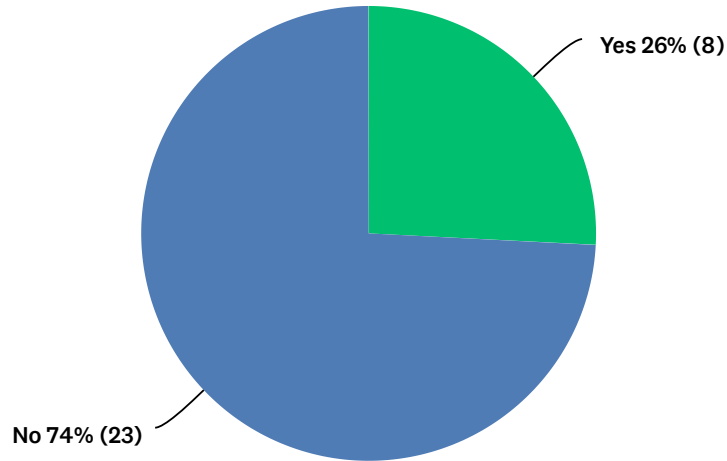


ANSWER CHOICES	RESPONSES	
Strongly Agree	42%	13
Agree	45%	14
Disagree	3%	1
Strongly disagree	0%	0
Don't know (please specify)	10%	3
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE SPECIFY)	DATE
1	Too New	3/16/2022 10:02 AM
2	I find the university as a whole is lacking financial literacy and understanding of budget.	3/14/2022 3:42 PM
3	It depends on how you define the parameters of the advice	3/14/2022 2:09 PM

# Q16 Are you a member of the Senate Budget Advisory Committee (SBAC)?

Answered: 31 Skipped: 0

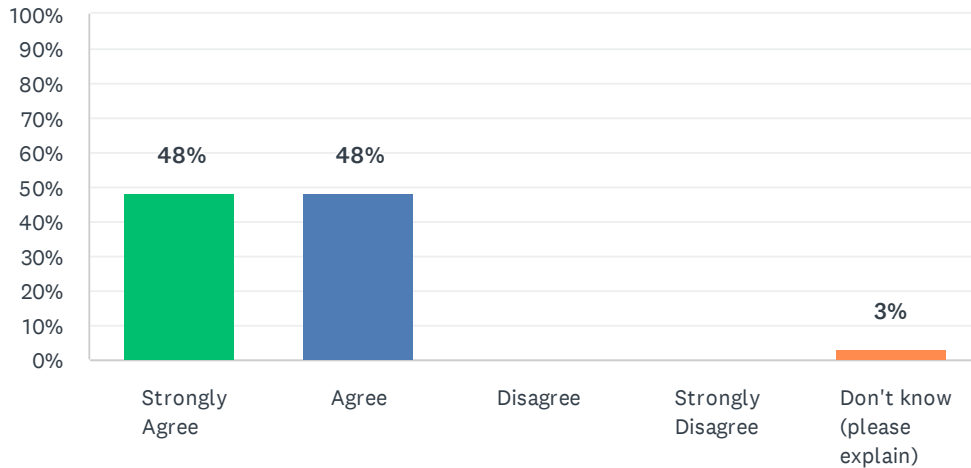


ANSWER CHOICES	RESPONSES	
Yes	26%	8
No	74%	23
TOTAL		31



### Q17 The Senate Academic Planning and Program Review Committee (SAPPRC) is an effective means for the Senate to fulfill its role in reviewing programs and educational services and academic planning.

Answered: 31 Skipped: 0

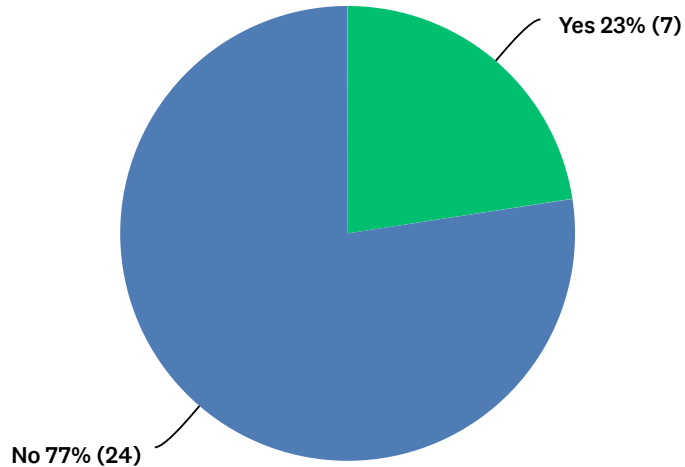


ANSWER CHOICES	RESPONSES	
Strongly Agree	48%	15
Agree	48%	15
Disagree	0%	0
Strongly Disagree	0%	0
Don't know (please explain)	3%	1
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	Too New	3/16/2022 10:02 AM

### Q18 Are you a member of the Senate Academic Planning and Program Review Committee (SAPPRC)?

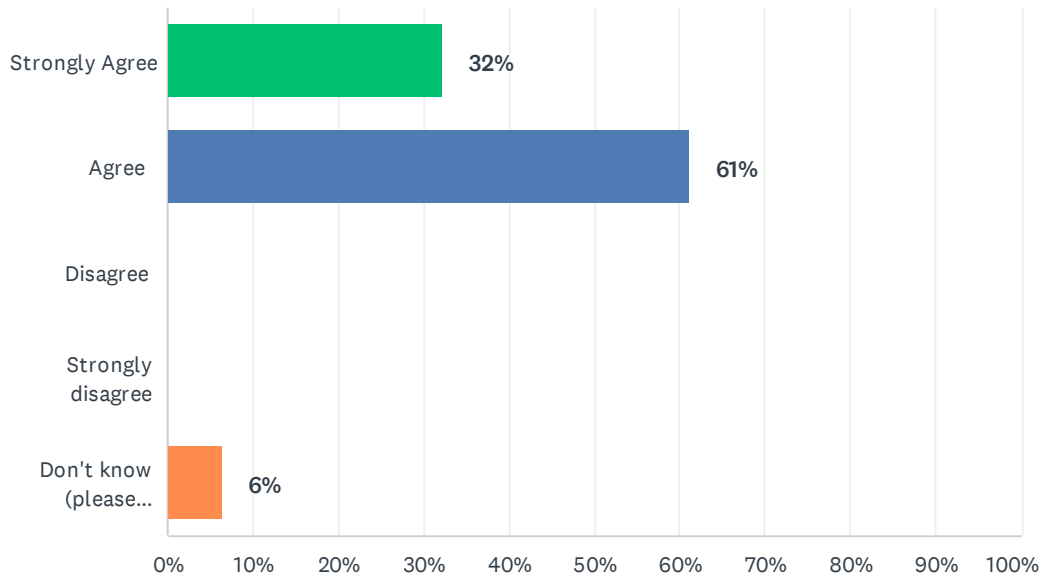
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	23%	7
No	77%	24
TOTAL		31

### Q19 The Senate By-law, Policy and Procedure Committee is an effective means for the Senate to fulfill its role in the development and assessment of Senate by-laws and university policies and procedures.

Answered: 31 Skipped: 0

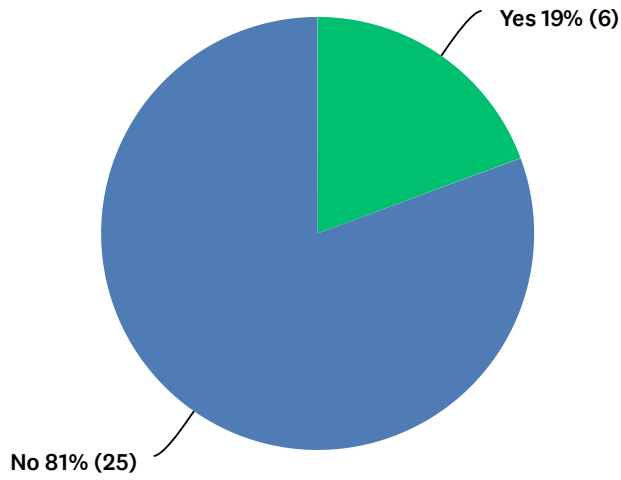


ANSWER CHOICES	RESPONSES	
Strongly Agree	32%	10
Agree	61%	19
Disagree	0%	0
Strongly disagree	0%	0
Don't know (please explain)	6%	2
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	Just started on this committee	3/16/2022 10:02 AM
2	Have not actually observed this committee in action.	3/6/2022 4:28 PM

## Q20 Are you a member of the By-Law Committee?

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	19%	6
No	81%	25
TOTAL		31

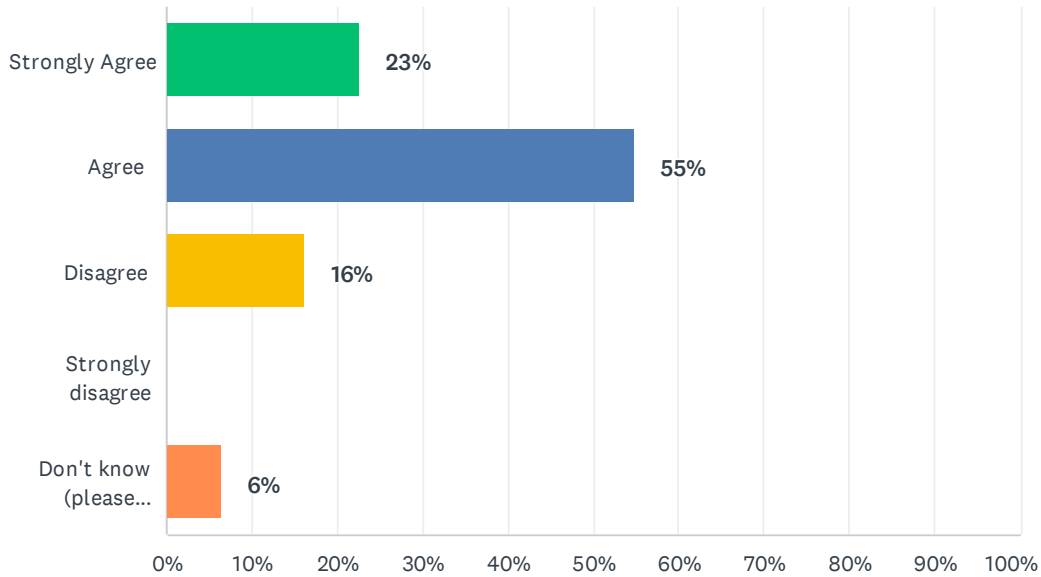
## Q21 Please provide any additional comments about the effectiveness of the Senate Sub-Committees.

Answered: 9 Skipped: 22

#	RESPONSES	DATE
1	Effectiveness sometimes hampered by inability to meet quorum. We have vacancies on almost every subcommittee. This needs to be more aggressively addressed by all parties, including Deans to find faculty members for these committees, and academic and student leaders and others to find new committee members among staff and students.	4/6/2022 2:25 PM
2	I've recently been doing work on how senate subcommittees at peer PSIs in BC work within the new program approval process, and I do see a more involved role of their budget and teaching/learning subcommittees in the new program approval process. Also, this survey did not include questions about the Senate Teaching & Learning Committee	4/6/2022 11:57 AM
3	Sometimes specific sub committees have too much to do, especially in this time of first program reviews and of curriculum development	3/14/2022 2:09 PM
4	Strong leadership, clear mandates, and effective reporting (at Senate meetings).	3/14/2022 10:15 AM
5	What about the effectiveness of the Teaching and Learning committee?	3/10/2022 6:51 PM
6	No comment	3/7/2022 3:44 PM
7	This list does not Teaching and Learning. I am unclear on the purpose of this committee.	3/6/2022 4:28 PM
8	See comment earlier about the Teaching and Learning Committee. ToR need to be reviewed at least every two years if not annually - and suggest there be leadership for that happening through BPP. Prompts for review of Faculty Bylaws could be generated to deans from BPP as well (routinize review/renewal).	3/4/2022 8:57 AM
9	Quite a few vacancies popped up this year, and most committee chairs were challenged to fill those. We need to be more pro-active in pitching this committee work to faculty, staff and students.	3/3/2022 5:27 PM

## Q22 The Senate clearly communicates its mandate to the university community.

Answered: 31 Skipped: 0

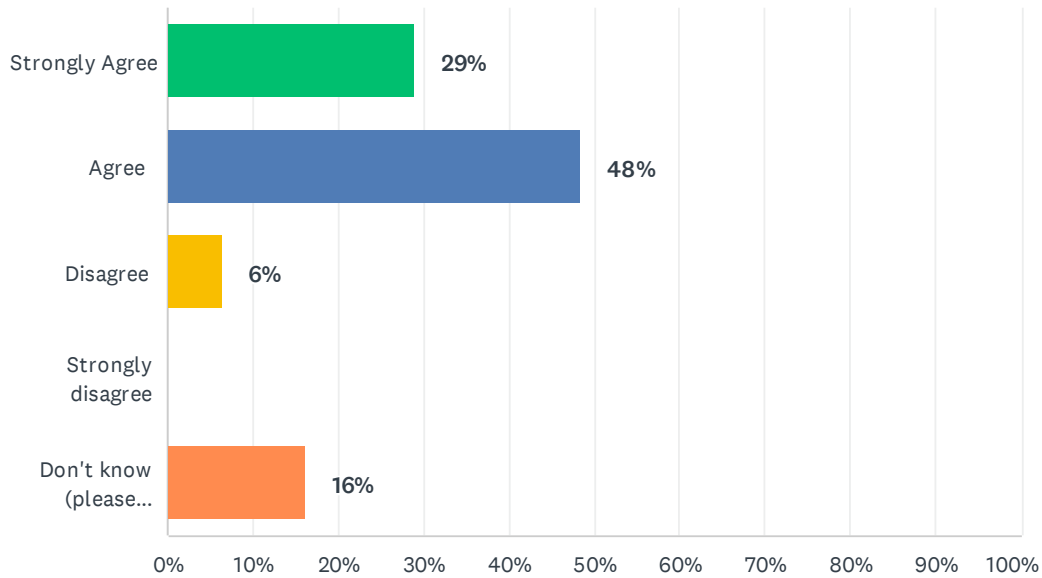


ANSWER CHOICES	RESPONSES	
Strongly Agree	23%	7
Agree	55%	17
Disagree	16%	5
Strongly disagree	0%	0
Don't know (please explain)	6%	2
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	It sends out content, but I do not see information shared about its mandate.	3/14/2022 3:42 PM
2	I think the larger community lacks an awareness and understanding of Senate.	3/14/2022 2:09 PM

## Q23 The processes of the Senate Academic Planning and Program Review Committee (SAPPRC) are clear and well communicated to the university community.

Answered: 31 Skipped: 0

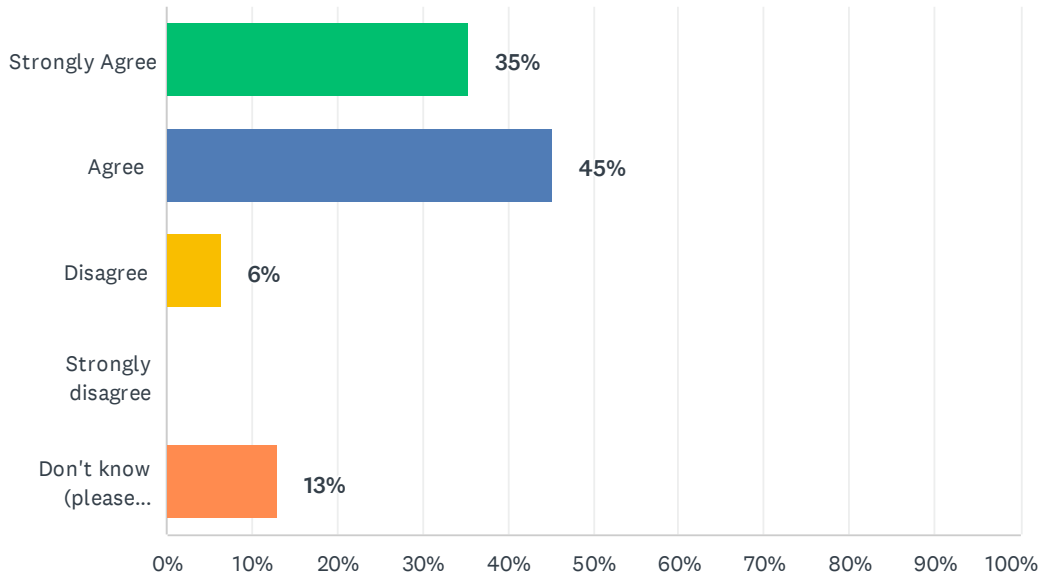


ANSWER CHOICES	RESPONSES
Strongly Agree	29% 9
Agree	48% 15
Disagree	6% 2
Strongly disagree	0% 0
Don't know (please explain)	16% 5
<b>TOTAL</b>	<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	.	4/7/2022 9:49 PM
2	I haven't seen communications regarding their role	4/6/2022 12:42 PM
3	Too New	3/16/2022 10:02 AM
4	They are clear to me but I don't know how informed the larger community is about these processes.	3/14/2022 2:09 PM
5	I think people only learn about this when it's important to them.	3/4/2022 10:07 AM

## Q24 The processes of the Senate Curriculum Committee (SCC) are clear and well communicated to the university community.

Answered: 31 Skipped: 0



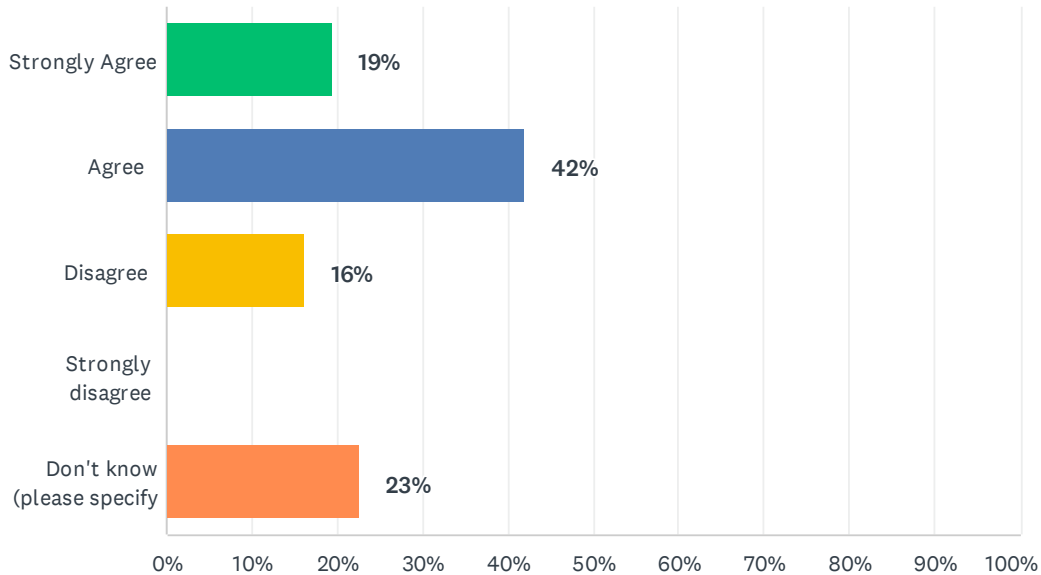
ANSWER CHOICES	RESPONSES	
Strongly Agree	35%	11
Agree	45%	14
Disagree	6%	2
Strongly disagree	0%	0
Don't know (please specify)	13%	4
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE SPECIFY)	DATE
1	.	4/7/2022 9:49 PM
2	I haven't seen communications regarding their role.	4/6/2022 12:42 PM
3	Too New	3/16/2022 10:02 AM
4	As per above, I think the larger community lacks an awareness and understanding of Senate.	3/14/2022 2:09 PM



## Q25 The processes of the Senate Budget Advisory Committee (SBAC) are clear and well communicated to the university community.

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly Agree	19%	6
Agree	42%	13
Disagree	16%	5
Strongly disagree	0%	0
Don't know (please specify)	23%	7
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE SPECIFY)	DATE
1	.	4/7/2022 9:49 PM
2	Would like more transparency with the workings of this committee.	4/6/2022 2:25 PM
3	I haven't seen communications regarding their role	4/6/2022 12:42 PM
4	Too New	3/16/2022 10:02 AM
5	I think the larger community lacks an awareness and understanding of Senate.	3/14/2022 2:09 PM
6	Given this specific role, not sure how familiar the university community is with this committee outside of Senators.	3/4/2022 8:57 AM
7	Not sure how many faculty are aware of this sub-committee. I wasn't before I joined Senate!	3/3/2022 5:27 PM

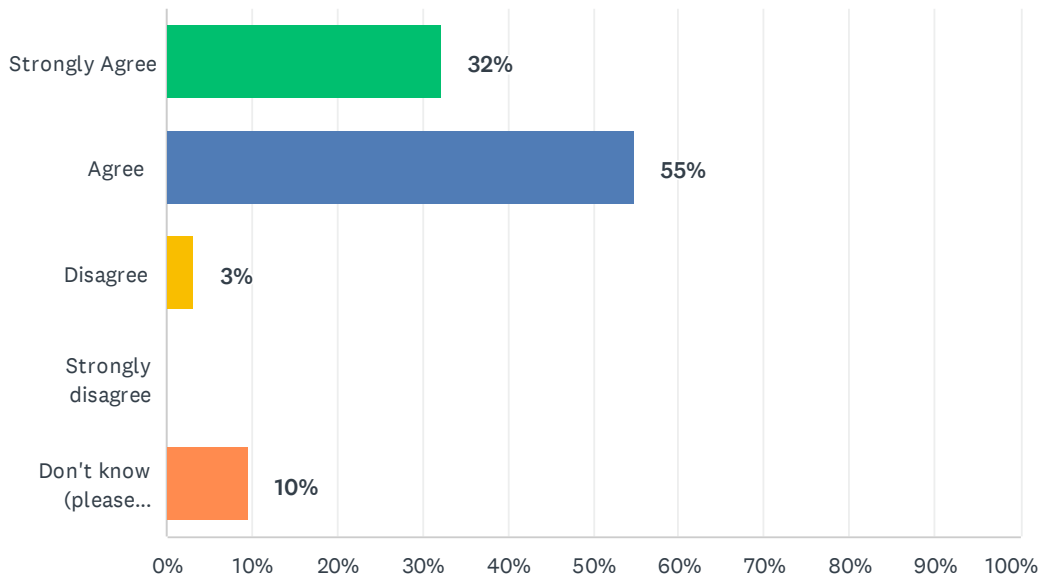
## Q26 Please provide any additional comments about Senate Subcommittee communications with the university community.

Answered: 5 Skipped: 26

#	RESPONSES	DATE
1	I don't recall seeing any communications to the university community regarding their roles.	4/6/2022 12:42 PM
2	I think this committee could play a more active role in feedback on new program approvals or program changes	4/6/2022 11:57 AM
3	The information is there if you look for them. These subcommittees do not necessarily pump out information to the university about what they are doing or how they are doing it. Is the assumption that they rely on their consitut	3/14/2022 3:42 PM
4	It is hard to know how to make the larder community take interest/ become engaged with Senate. Mandatory senate positions for all RFTs?	3/14/2022 2:09 PM
5	No comment	3/7/2022 3:44 PM

## Q27 The Senate meetings provide effective discussions of academic governance issues facing the university.

Answered: 31 Skipped: 0

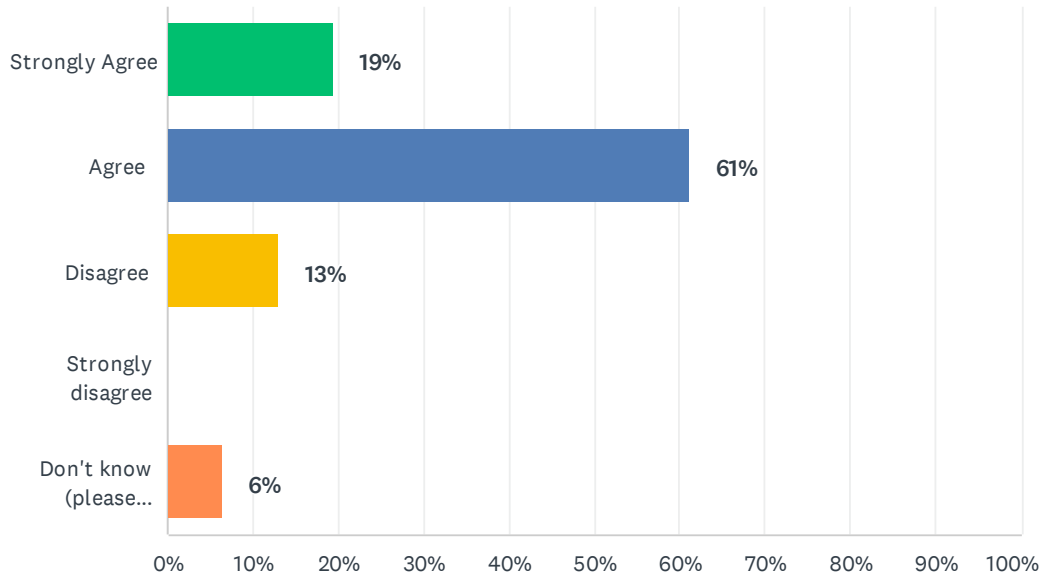


ANSWER CHOICES	RESPONSES	
Strongly Agree	32%	10
Agree	55%	17
Disagree	3%	1
Strongly disagree	0%	0
Don't know (please explain)	10%	3
<b>TOTAL</b>		<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	Too New	3/16/2022 10:02 AM
2	There is not a lot of discussion on academic governance issues.	3/14/2022 3:42 PM
3	I wish senators would bring more input to the table.	3/14/2022 2:09 PM

## Q28 The Senate is effective at seeking and properly utilizing input from its constituencies.

Answered: 31 Skipped: 0

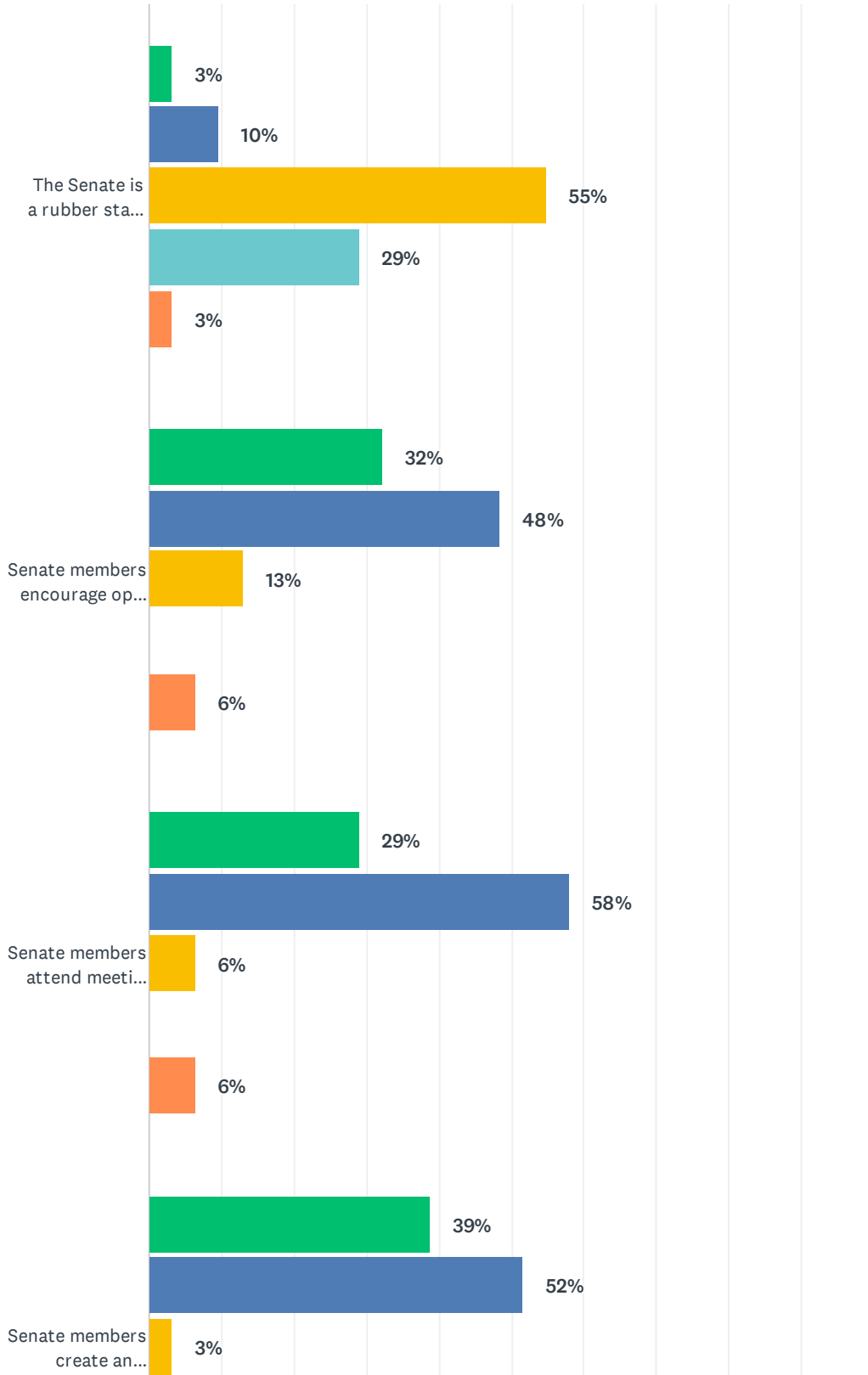


ANSWER CHOICES	RESPONSES
Strongly Agree	19% 6
Agree	61% 19
Disagree	13% 4
Strongly disagree	0% 0
Don't know (please explain)	6% 2
<b>TOTAL</b>	<b>31</b>

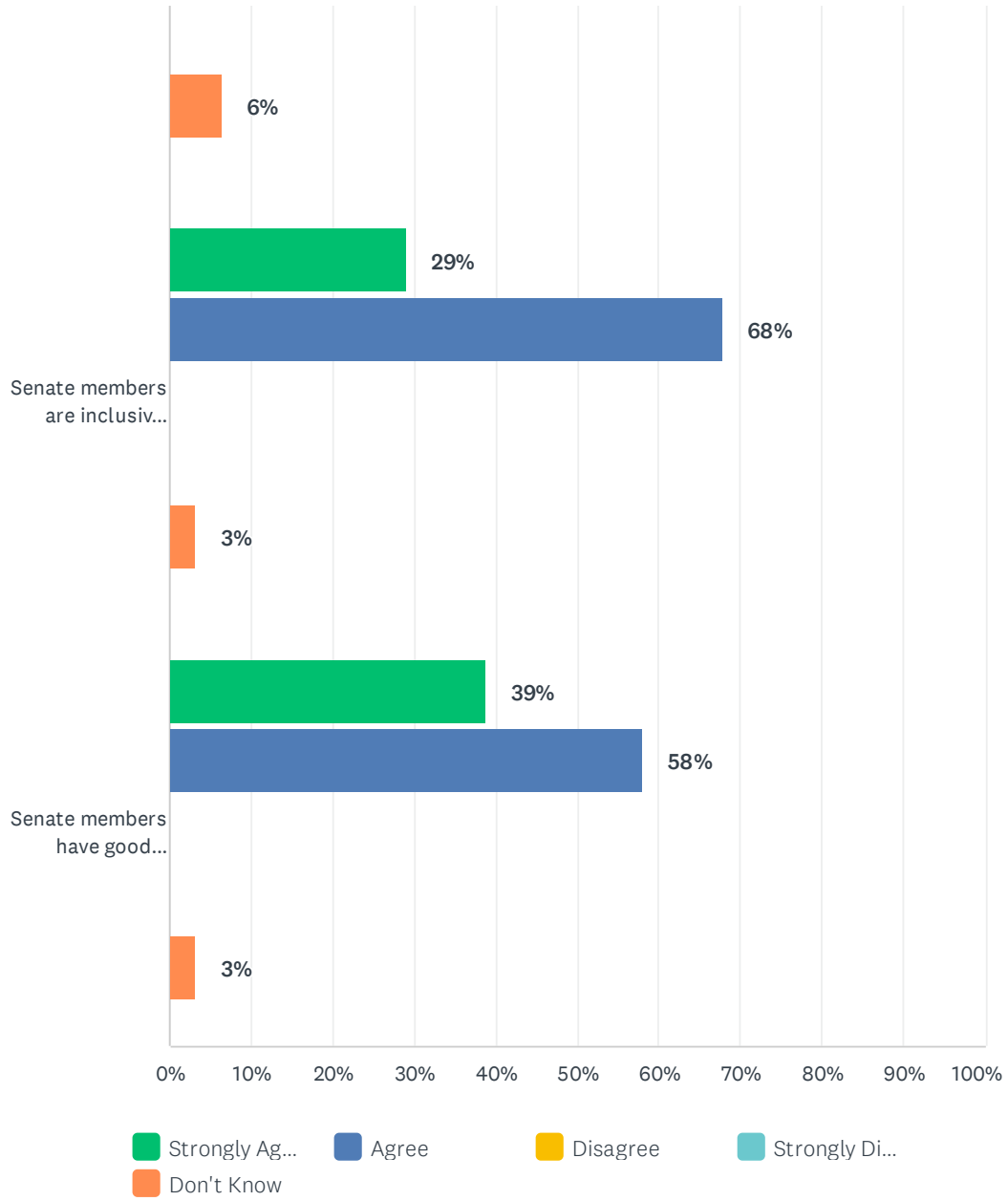
#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	Too New	3/16/2022 10:02 AM
2	I cannot judge how this seeking reaches unengaged community members, or how many are unengaged.	3/14/2022 2:09 PM

## Q29 In terms of how senate meetings function, please answer the following:

Answered: 31 Skipped: 0



# 2022 Senate Self-Assessment Survey



## 2022 Senate Self-Assessment Survey

	<b>STRONGLY AGREE</b>	<b>AGREE</b>	<b>DISAGREE</b>	<b>STRONGLY DISAGREE</b>	<b>DON'T KNOW</b>	<b>TOTAL</b>	<b>WEIGHTED AVERAGE</b>
The Senate is a rubber stamp (i.e. approves automatically without proper consideration)	3% 1	10% 3	55% 17	29% 9	3% 1	31	3.19
Senate members encourage open and free debate.	32% 10	48% 15	13% 4	0% 0	6% 2	31	2.00
Senate members attend meetings prepared to discuss agenda items.	29% 9	58% 18	6% 2	0% 0	6% 2	31	1.97
Senate members create an inviting atmosphere where members and constituents feel comfortable expressing their points of view.	39% 12	52% 16	3% 1	0% 0	6% 2	31	1.84
Senate members are inclusive of other's point of view.	29% 9	68% 21	0% 0	0% 0	3% 1	31	1.81
Senate members have good listening skills.	39% 12	58% 18	0% 0	0% 0	3% 1	31	1.71

### Q30 Please provide any additional comments about how the Senate provides a forum on academic matters.

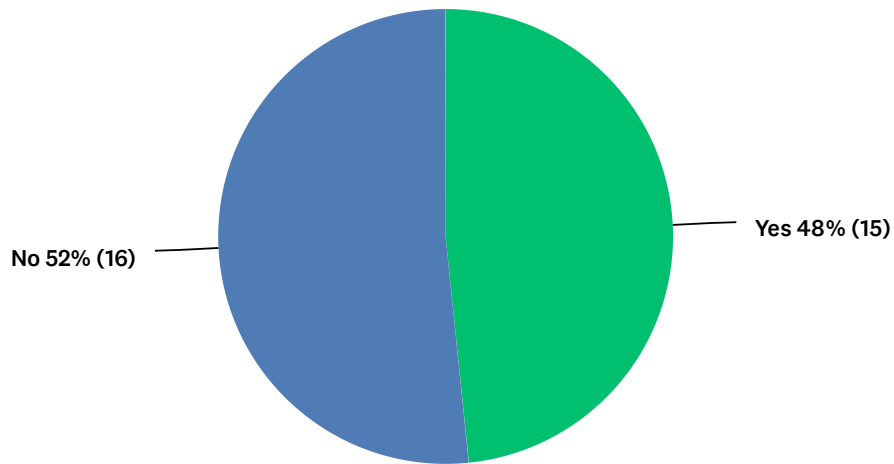
Answered: 2 Skipped: 29

#	RESPONSES	DATE
1	I don't think Senate or the broader community are aware of the growth that Capilano is seeing and I don't see it discussed at Senate. These are academic matters. I also don't think Indigenization has been discussed adequately at Senate. But I think both of these will/could impact the whole community. Unless we stay very siloed.	3/14/2022 2:09 PM
2	No comment	3/7/2022 3:44 PM



### Q31 Are you a new Senator this year (last 12 months)?

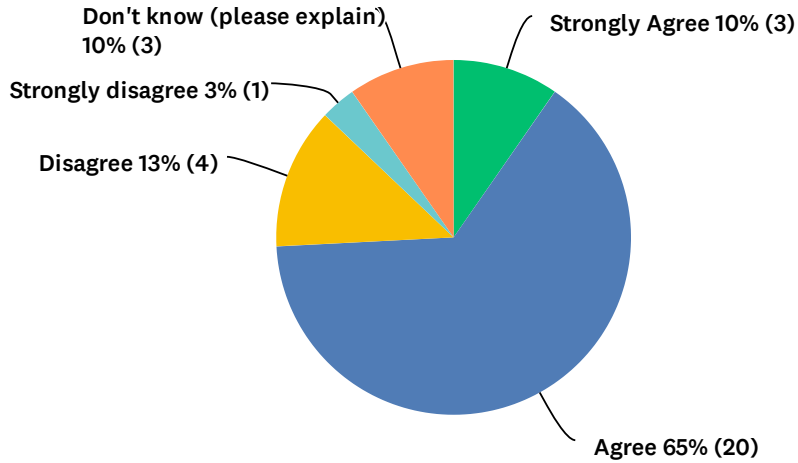
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	48%	15
No	52%	16
TOTAL		31

## Q32 Orientation of new members is effective

Answered: 31 Skipped: 0

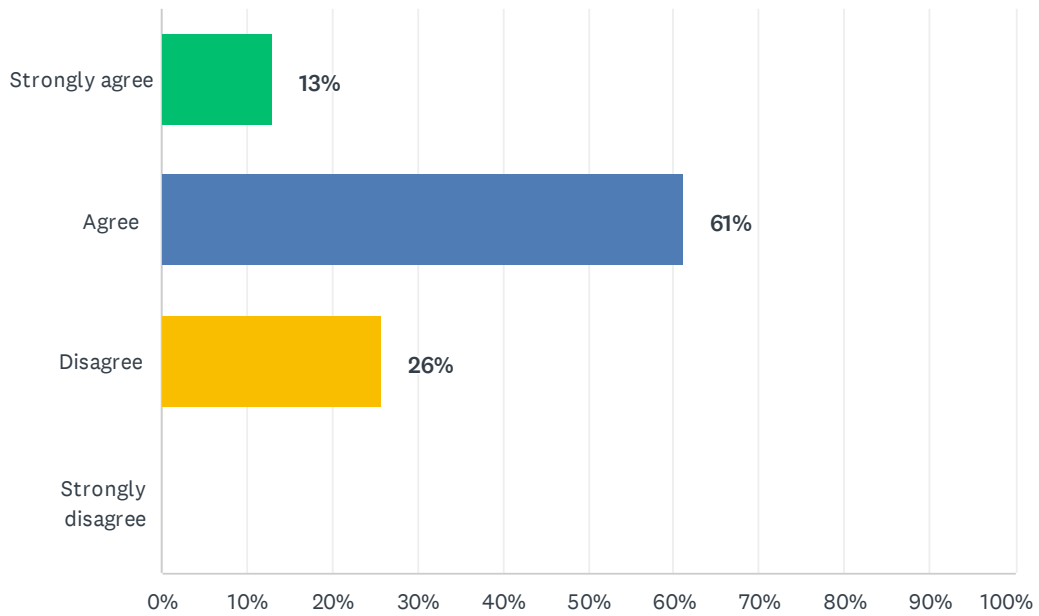


ANSWER CHOICES	RESPONSES
Strongly Agree	10% 3
Agree	65% 20
Disagree	13% 4
Strongly disagree	3% 1
Don't know (please explain)	10% 3
<b>TOTAL</b>	<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	I wasn't really oriented?	3/21/2022 11:52 PM
2	I haven't experienced orientation for a long time.	3/14/2022 2:09 PM
3	Not sure what the current process is.	3/6/2022 4:28 PM

### Q33 My orientation to the Senate was timely and thorough.

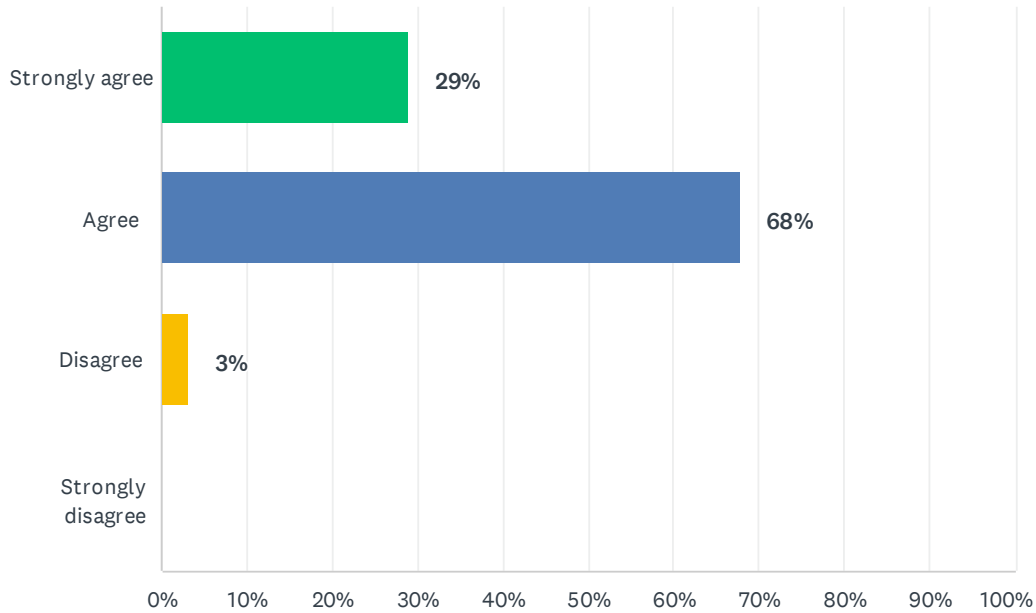
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	13%	4
Agree	61%	19
Disagree	26%	8
Strongly disagree	0%	0
TOTAL		31

### Q34 The time spent on agenda items is appropriate to the significance of the item.

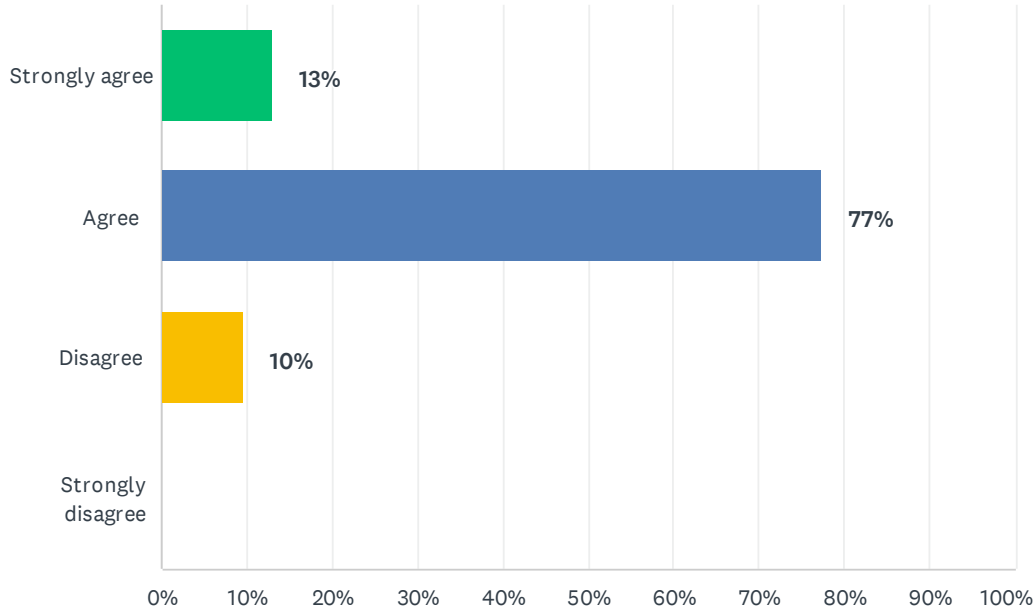
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	29%	9
Agree	68%	21
Disagree	3%	1
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>

### Q35 I have a clear understanding of Robert’s Rule of Order, as a procedure to run meetings.

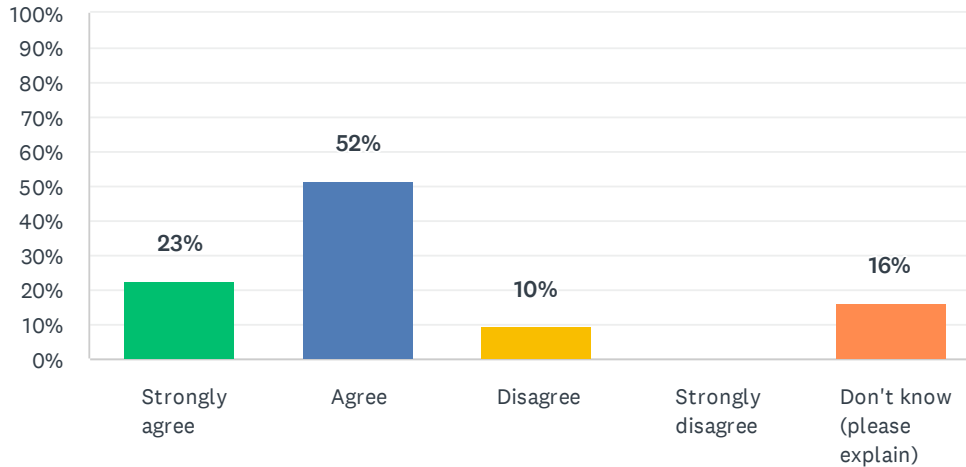
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	13%	4
Agree	77%	24
Disagree	10%	3
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>

### Q36 I think it is important that the Senate meetings closely follow Robert's Rules of Order.

Answered: 31 Skipped: 0

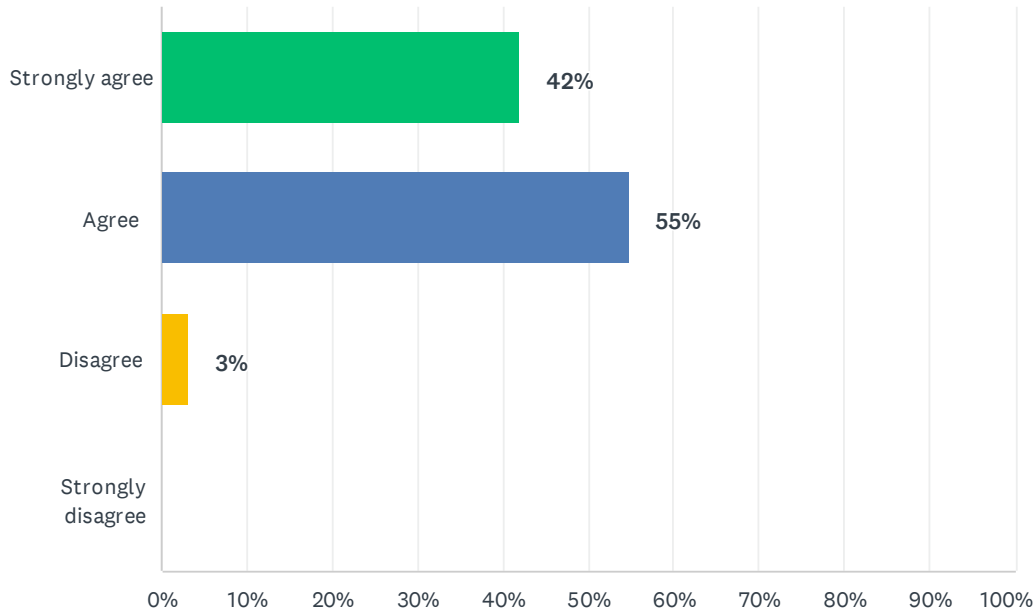


ANSWER CHOICES	RESPONSES
Strongly agree	23% 7
Agree	52% 16
Disagree	10% 3
Strongly disagree	0% 0
Don't know (please explain)	16% 5
<b>TOTAL</b>	<b>31</b>

#	DON'T KNOW (PLEASE EXPLAIN)	DATE
1	I am seeing a movement towards de-colonizing meetings, and moving away from strict adherence to Robert's Rules	4/6/2022 2:25 PM
2	I would like to see more dialogue around decolonizing meetings in general.	4/6/2022 12:47 PM
3	I also believe in decolonizing such processes as we can.	3/21/2022 11:52 PM
4	It is not that I don't know but that there is no space to complicate my response. I think that RR helps meetings along but might have the tendency to limit the ways discussions unfold when we consider the question of what is "inclusive". If the majority of senate have the same thought processes because it is not a diverse group, for example, majority votes limit important alternative perspectives. So, how do those get voice?	3/16/2022 10:02 AM
5	I think there are alternative de-colonized versions to explore	3/14/2022 3:42 PM

### Q37 Members of Senate representing students are accorded the same respect as other Senate members.

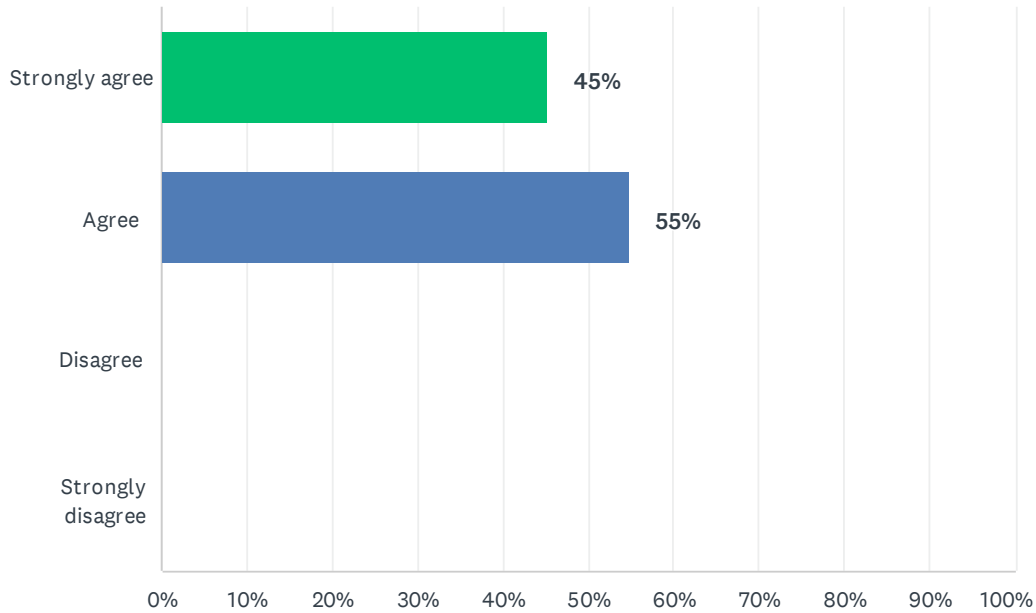
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	42%	13
Agree	55%	17
Disagree	3%	1
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>

### Q38 Senate members are given adequate time to present their views and positions.

Answered: 31 Skipped: 0

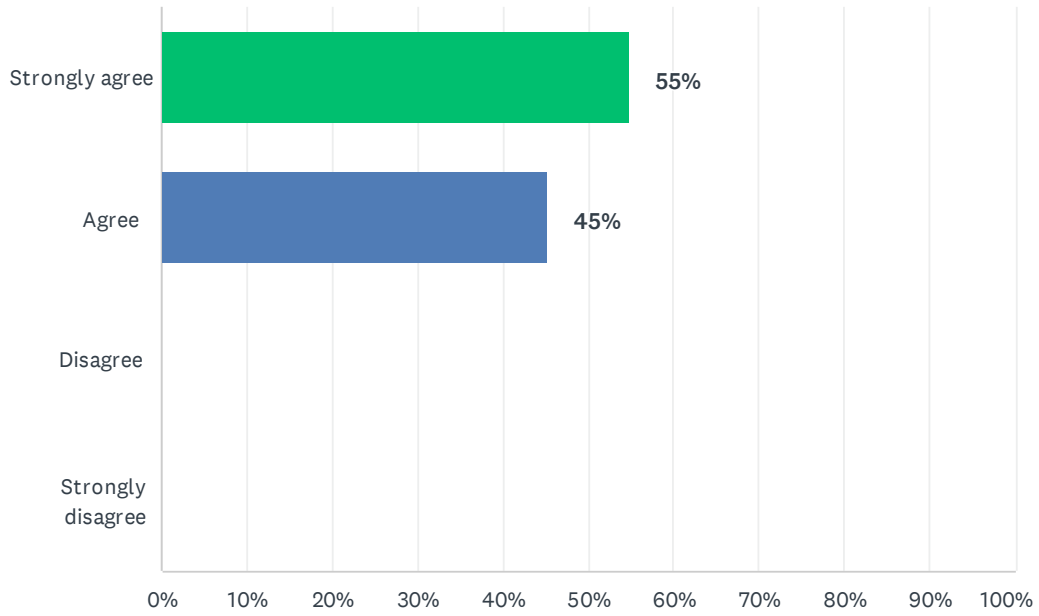


ANSWER CHOICES	RESPONSES	
Strongly agree	45%	14
Agree	55%	17
Disagree	0%	0
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>



### Q39 Meetings are well organized.

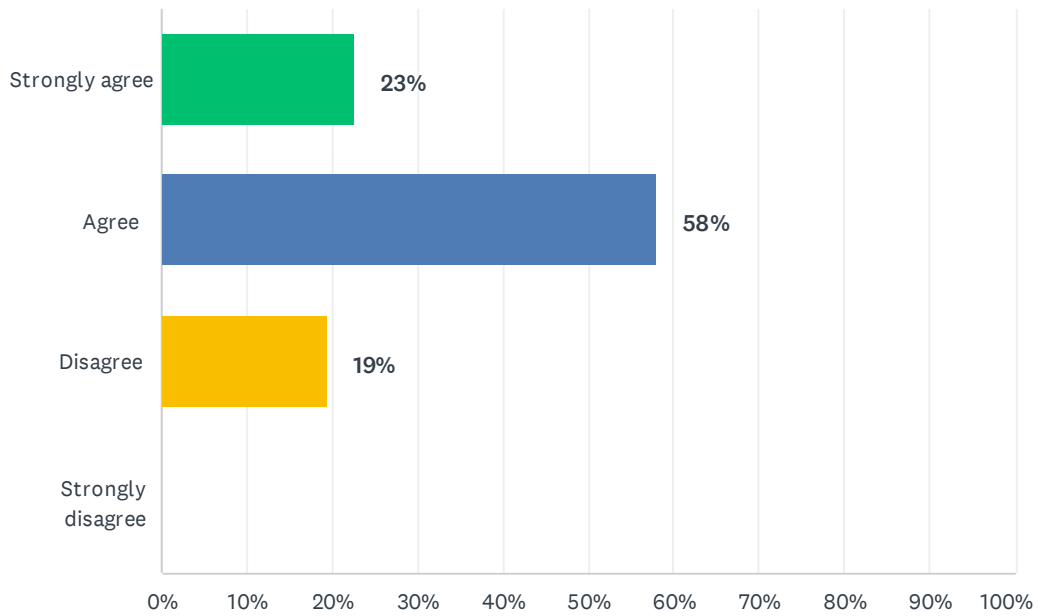
Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly agree	55%	17
Agree	45%	14
Disagree	0%	0
Strongly disagree	0%	0
<b>TOTAL</b>		<b>31</b>

### Q40 There is adequate and robust discussion at Senate meetings.

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES
Strongly agree	23% 7
Agree	58% 18
Disagree	19% 6
Strongly disagree	0% 0
TOTAL	31

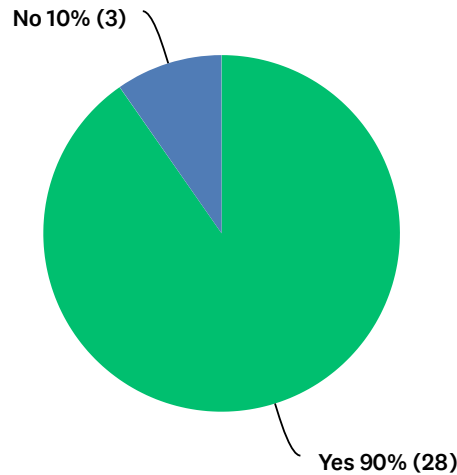
## Q41 Please provide any additional comments, information or suggestions that might be helpful in improving Senate operations.

Answered: 5 Skipped: 26

#	RESPONSES	DATE
1	Regarding SCC, there should be a discussion of how new Faculty Council curriculum subcommittees work in relation to SCC within the program/course approval/change processes. This is important as we organize Faculty Councils in all five Faculties	4/6/2022 11:57 AM
2	We could look to student feedback a bit more. Unless they raise their hand, we typically don't seek their view points	3/9/2022 2:21 PM
3	No comment	3/7/2022 3:44 PM
4	Regarding decision making, Roberts' Rules are the basis for guiding proceedings. Given that RR are associated with a colonial frame of reference, we may want to explore alternative approaches, particularly ones informed by Indigenous practices.	3/6/2022 4:28 PM
5	Some significant items in my view do not have robust and critical review (e.g., recent new diploma program), honorary degree recipients.	3/4/2022 8:57 AM

## Q42 Has the Senate responded appropriately to the academic challenges during the alternate, remote delivery of courses in the fall semester?

Answered: 31 Skipped: 0

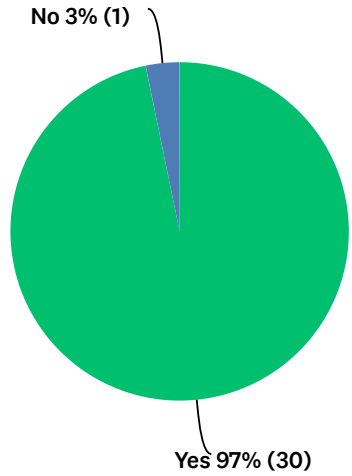


ANSWER CHOICES	RESPONSES	
Yes	90%	28
No	10%	3
<b>TOTAL</b>		<b>31</b>

#	PLEASE ELABORATE ON YOUR ANSWER.	DATE
1	I wasn't a member of Senate at the time and there was far too much going on, instructionally, at the outset of the Fall semester to navigate what was coming down from Senate vs. elsewhere at the university. Needless to say, I would have preferred a "N/A" answer, but ultimately opted for "no" based on my faculty experience which I derive to have come, at least in part, from Senate. For both Fall 2021 and Spring 2022, directives to pivot back online came far too late in prep/into the semester, and in both cases, the "writing was on the wall" so to quip with weeks notice. The university should and could have made the decision sooner which would have respected faculty's time/energy/efforts in their planning. I do wish to commend Senate(?)the University for having facilitated withdrawals (with no stigma on transcripts) following the first semester of covid (Spring 2020). Again, I wasn't on Senate at the time, but I value the compassion/consideration that went into that decision, and I would recommend that Senate revisit/question/explore what it would mean to adopt (as a matter of course) such a model.	4/7/2022 9:49 PM
2	Too New	3/16/2022 10:02 AM
3	As well as could be expected given the circumstances	3/8/2022 9:55 AM

### Q43 Has the Senate upheld its academic governance responsibilities during the alternate, remote delivery of courses in the fall semester?

Answered: 31 Skipped: 0

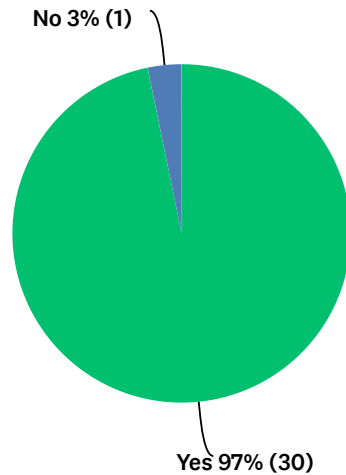


ANSWER CHOICES	RESPONSES
Yes	97% 30
No	3% 1
TOTAL	31

#	PLEASE ELABORATE ON YOUR ANSWER.	DATE
1	Wish I could reply N/A	4/7/2022 9:49 PM
2	I do not have the experience at CAPU to comment on this	4/6/2022 1:27 PM
3	Too New	3/16/2022 10:02 AM

## Q44 Since enacting the measures to deal with COVID-19, has the Senate continued to function effectively in dealing with its responsibilities?

Answered: 31 Skipped: 0

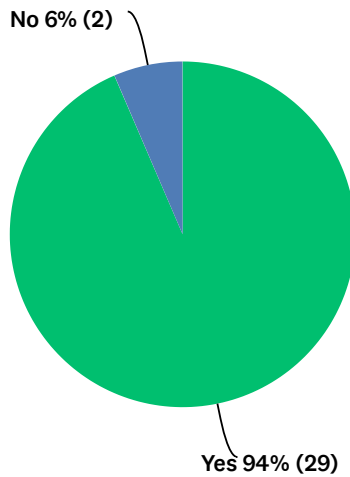


ANSWER CHOICES	RESPONSES	
Yes	97%	30
No	3%	1
TOTAL		31

#	PLEASE ELABORATE ON YOUR ANSWER.	DATE
1	Wish I could respond N/A. I have no "standard" (or marker) of pre-COVID Senate functionings to reflect on.	4/7/2022 9:49 PM
2	I do not have the experience at CAPU to comment on this	4/6/2022 1:27 PM
3	Too New	3/16/2022 10:02 AM
4	More debate in zoom than in person.	3/14/2022 3:42 PM
5	Yes, I would like to see more meetings online to accommodate the continued hybrid model. One in-person, one online etc.	3/4/2022 9:19 AM

### Q45 Has the president (or their delegate the vice-president, academic) kept the Senate sufficiently updated with academic continuing concerns or issues in a timely manner?

Answered: 31 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	94% 29
No	6% 2
<b>TOTAL</b>	<b>31</b>

#	PLEASE ELABORATE ON YOUR ANSWER.	DATE
1	Too New	3/16/2022 10:02 AM



**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2022 – June 2023**

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**Academic Planning and Program Review Committee**

Membership: Senators and non-Senators

Meetings: 2<sup>nd</sup> Tuesday of the Month - 4:00 - 6:00 pm

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Robert Thomson
VP Academic & Provost	Laureen Styles
Dean	Brad Martin
<b>Faculty</b>	<b>Vacant</b>
Faculty	Bettina Boyle
Faculty	Christine Sjolander
Faculty	Grace Kim
Faculty	Stephen Williams
Faculty	Sue Dritmanis
Faculty	John Brouwer
Faculty*	
Staff	Mila Mattson
<b>Staff</b>	<b>Vacant</b>
Student	Alea Rzeplinski
<b>Student</b>	<b>Vacant</b>
<b>(Non-Voting) Resource Members</b>	
Administrator	Francisco Silva
Administrator	Aurelea Mahood
Administrator	Hiten Amin

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\*One additional faculty member will be added if the Vice-Chair of Senate is not a faculty member.





**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2022 – June 2023**

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**Budget Advisory Committee**

Membership: Senators

Meetings: Schedule is determined at first meeting

<b>(Voting)</b>	
Vice-Chair of Senate	Robert Thomson
Administrator	Dennis Silvestrone
Administrator	Lara Duke
Faculty	Deb Jamison
Faculty	Michael Thoma
Faculty	Anthea Mallinson
Faculty*	
Staff	Lesley Nelson
Student	Vacant
<b>Ex-Officio Member (Non-Voting)</b>	
President	Paul Dangerfield
VP Finance and Administration	Tally Bains

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2022 – June 2023**

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**By-law, Policy and Procedure Committee**

Membership: Senators and non-Senators

Meetings: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month – 1:00 – 2:30 pm.

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Robert Thomson
Administrator	Christina Neigel
Faculty	Corey Muench
Faculty	Sue Dritmanis
Faculty	Sara El Rayess
Faculty*	
Staff	Vacant
Student	Vacant
<b>(Non-Voting) Resource Members</b>	
Administrator	Jordan Lovig
Manager of Policy, Privacy & Governance	Jennifer Jamieson / Lynn Newman

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2022 – June 2023**

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**Teaching and Learning Committee**

Membership: Senators and non-Senators

Meetings: 3<sup>rd</sup> Tuesday of the month – 1:00 – 3:00 pm

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Robert Thomson
Administrator	Pouyan Mahboubi
Faculty	Diana Twiss
Faculty	Amirhossein Amiraslani
Faculty	Tahmina Shayan
Faculty	Christine Jackson
Faculty	Lydia Watson/Blake Rowsell
Faculty*	
Librarian	Krystyna Nowak
Staff	Vacant
Student	Alea Rzeplinski
<b>(Non-Voting)</b>	
Administrator, Centre for Teaching Excellence (CTE)	Laura MacKay
Administrator, Information Technology (IT)	Darren Broder
Administrator, Creative Activity, Research and Scholarship (CARS)	Dawn Whitworth
Executive Member, Capilano Student Union	Vacant
Administrator, Indigenous Education and Affairs	Miranda Huron

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2022 – June 2023**

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**Vice-Chair Nominating Committee**

Membership: Senators

Meetings: One or two meetings between February and March

Administrator	Brad Martin
Faculty	Deanna Baxter
Faculty	Kyle Guay
Staff	Iana Dokuchaeva
Student	Vacant

**Self-Evaluation Committee**

Membership: Senators

Meetings: One or two meetings between March and April

Administrator	Christina Neigel
Faculty	Robert Thomson
Faculty	Kyle Guay
Faculty	Vacant
Staff	Iana Dokuchaeva
Student	Vacant

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
**August 2022 – June 2023**

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**Tributes Committee**

Membership: Senators

Meetings: Schedule is determined at first meeting

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Robert Thomson
Administrator	Dennis Silvestrone
Faculty	Deb Jamison
Faculty	Corey Muench
Faculty	Kyle Guay
Faculty*	
Staff	Lesley Nelson
Student	Vacant
<b>Ex-Officio Member (Non-voting)</b>	
Vice President, University Relations	Jennifer Ingham

**Naming Opportunities Committee**

Membership: Senators

Meetings: As and When

<b>(Voting)</b>	
Chair of Senate	Paul Dangerfield
Vice-Chair of Senate	Robert Thomson
Administrator	Vacant
Faculty	Deb Jamison
Faculty	Corey Muench
Faculty	Vacant
Faculty*	
Staff	Vacant
Student	Vacant
<b>Ex-Officio Member (Non-Voting)</b>	
Executive Director, Advancement	Vacant

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**CAPILANO**  
UNIVERSITY  
**SENATE SUBCOMMITTEES**  
August 2022 – June 2023

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**Curriculum Committee (Senators and non-Senators)**

<b>DAC Recommends to Senate (2 Year Term)</b>	
<b>(Voting)</b>	
Humanities	Cass Picken
<b>Social Sciences</b>	<b>Vacant</b>
Science, Technology, Engineering and Mathematics	Urmila Jangra
Motion Picture Arts	David Geary
Design	Dominique Walker
Performing Arts	Jennifer Nesselroad
Business, International Programs, Projects and Partnerships	Lydia Watson
Business, Legal Studies, Communications	Deb Jamison
Tourism and Outdoor Recreation Management	Mohna Baichoo
Education, Health and Human Development	Rachel Yu
Global Stewardship, Public Administration & Kinesiology	Caroline Soo
<b>Access and Academic Preparation</b>	<b>Vacant</b>
Library	Jennifer Goerzen
Student Services	Adam Vincent
<b>Students (1 Year Term)</b>	Alisha Samnani
	<b>Vacant</b>
	<b>Vacant</b>
<b>Administrators (VP)</b>	Laureen Styles
Dean	Brad Martin
<b>Dean</b>	<b>Vacant</b>
Dean	Lara Duke
Registrar	Kyle Vuorinen
One Academic Advisor	Shahnaz Darayan
Director of Continuing Studies	Annie Prud'homme-Genereux
Chair or Vice-Chair of Senate	Paul Dangerfield / Robert Thomson
<b>(Non-voting)</b>	
Chair	Deb Jamison

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**SENATE CURRICULUM COMMITTEE  
RESOLUTION MEMO**

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**DATE:** June 13, 2022  
**TO:** Paul Dangerfield, Chair, Senate  
**FROM:** Deb Jamison, Chair, Senate Curriculum Committee

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The following motions were carried by the Senate Curriculum Committee at its meeting on June 10, 2022:

- 22/50** The new course, HIST 150 – The History of Now: Historical Inquiry into Current Events, as well as Cap Core designation under the heading *Self and Society*, be recommended to Senate for approval.
  
- 22/51** The prerequisite revisions for PHIL 305 – Philosophy Through Film and PHIL 315 – Ethics of War and Peace be recommended to Senate for approval.
  
- 22/52** The prerequisite revisions for BADM 301 – Operations Management, BADM 310 – Quantitative Methods III, and BCPT 221 – Business Computing – Website Development, as well as Cap Core designation under the heading *Science and Technology* and Quantitative/Analytical designation to BADM 310, be recommended to Senate for approval.
  
- 22/53** The revisions to the EDT Exemption List, including the prerequisite revisions to ENGL 100, 103, 107, 109, 190, 191 and MUS 108, and the inclusion of a specific reference to the CAEL score, be recommended to Senate for approval.
  
- 22/54** The new course, RMCP 375 – Topics in Retail Innovation, be recommended to Senate for approval.
  
- 22/55** The revisions to the Retail Business Fundamentals Certificate Program profile be recommended to Senate for approval.
  
- 22/56** The new course, TOUR 280 – Special Interest Tourism, be recommended to Senate for approval.

  
\_\_\_\_\_  
Deb Jamison, Chair  
Senate Curriculum Committee

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Paul Dangerfield  
Chair, Senate

Date: June 13, 2022

Date: \_\_\_\_\_